

REGULAR WEEKLY SESSION-----ROANOKE CITY COUNCIL

May 3, 2004

10:00 a.m.

The Council of the City of Roanoke met in regular session on Monday, May 3, 2004, at 10:00 a.m., in the Emergency Operations Center Conference Room, Room 159, Noel C. Taylor Municipal Building, 215 Church Avenue, S. W., City of Roanoke, Virginia, with Council Member William D. Bestpitch presiding, pursuant to Chapter 2, Administration, Article II, City Council, Section 2-15, Rules of Procedure, Rule 1, Regular Meetings, Code of the City of Roanoke (1979), as amended, and pursuant to Resolution No. 36193-010603 adopted by Council on January 6, 2003, which changed the time of commencement of the regular meeting of Council to be held on the first Monday in each month from 12:15 p.m. to 9:00 a.m., and Resolution No. 36679-042204 adopted on Thursday, April 29, 2004, which changed the time of commencement of the May 3, 2004 Council meeting from 9:00 a.m. to 10:00 a.m.

PRESENT: Council Members William D. Bestpitch, M. Rupert Cutler, Alfred T. Dowe, Jr., and Beverly T. Fitzpatrick, Jr.-----4.

ABSENT: None-----0.

(Mayor Smith, Vice-Mayor Harris, and Council Member Wyatt arrived late.)

OFFICERS PRESENT: Darlene L. Burcham, City Manager; William M. Hackworth, City Attorney; Jesse A. Hall, Director of Finance; and Mary F. Parker, City Clerk.

CITY COUNCIL: A communication from Mayor Ralph K. Smith requesting that Council convene in a Closed Meeting to discuss vacancies on certain authorities, boards, commissions and committee appointed by Council, pursuant to Section 2.2-3711 (A)(1), Code of Virginia (1950), as amended, was before the body.

Mr. Cutler moved that Council concur in the request of the Mayor that Council convene in Closed Meeting as above described. The motion was seconded by Mr. Dowe and adopted by the following vote:

AYES: Council Members Bestpitch, Cutler, Dowe, and Fitzpatrick-----4.

NAYS: None-----0.

(Mayor Smith, Vice-Mayor Harris, and Council Member Wyatt were not present when the vote was recorded.)

CITY COUNCIL: A communication from the City Manager requesting that Council convene a Closed Meeting to discuss acquisition of real property for public purpose, where discussion in open meeting would adversely affect the bargaining position or negotiating strategy of the City, pursuant to §2.2-3711 (A)(3), Code of Virginia (1950), as amended, was before the body.

Mr. Dowe moved that Council concur in the request of the City Manager that Council convene in Closed Meeting as above described. The motion was seconded by Mr. Cutler and adopted by the following vote:

AYES: Council Members Bestpitch, Cutler, Dowe, and Fitzpatrick-----4.

NAYS: None-----0.

(Mayor Smith, Vice-Mayor Harris, and Council Member Wyatt were not present when the vote was recorded.)

CITY COUNCIL: A communication from the City Manager requesting that Council convene in a Closed Meeting to discuss disposition of publicly-owned property, where discussion in open meeting would adversely affect the bargaining position or negotiating strategy of the public body, pursuant to §2.2-3711 (A)(3), Code of Virginia (1950), as amended, was before the body.

Mr. Fitzpatrick moved that Council concur in the request of the City Manager that Council convene in Closed Meeting as above described. The motion was seconded by Mr. Cutler and adopted by the following vote:

AYES: Council Members Bestpitch, Cutler, Dowe, and Fitzpatrick-----4.

NAYS: None-----0.

(Mayor Smith, Vice-Mayor Harris, and Council Member Wyatt were not present when the vote was recorded.)

CITY COUNCIL: A communication from the City Attorney requesting that Council convene in a Closed Meeting to consult with legal counsel on a matter of probable litigation, pursuant to §2.2-3711(A)(7), Code of Virginia (1950), as amended, was before the body.

Mr. Fitzpatrick moved that Council concur in the request of the City Attorney to convene in Closed Meeting as above described. The motion was seconded by Mr. Cutler and adopted by the following vote:

AYES: Council Members Bestpitch, Cutler, Dowe, and Fitzpatrick-----4.

NAYS: None-----0.

(Mayor Smith, Vice-Mayor Harris, and Council Member Wyatt were not present when the vote was recorded.)

CITY COUNCIL: A communication from the City Attorney requesting that Council convene in a Closed Meeting to consult with legal counsel on a specific legal matter requiring the provision of legal advice by such counsel, pursuant to §2.2-3711(A)(7), Code of Virginia (1950), as amended, was before the body.

Mr. Cutler moved that Council concur in the request of the City Attorney to convene in Closed Meeting as above described. The motion was seconded by Mr. Fitzpatrick and adopted by the following vote:

AYES: Council Members Bestpitch, Cutler, Dowe, and Fitzpatrick-----4.

NAYS: None-----0.

(Mayor Smith, Vice-Mayor Harris, and Council Member Wyatt were not present when the vote was recorded.)

CITY COUNCIL: A communication from the City Attorney requesting that Council convene in a Closed Meeting to consult with legal counsel on a specific legal matter requiring the provision of legal advice by such counsel, pursuant to §2.2-3711(A)(7), Code of Virginia (1950), as amended, was before the body.

Mr. Cutler moved that Council concur in the request of the City Attorney to convene in Closed Meeting as above described. The motion was seconded by Mr. Fitzpatrick and adopted by the following vote:

AYES: Council Members Bestpitch, Cutler, Dowe, and Fitzpatrick-----4.

NAYS: None-----0.

(Mayor Smith, Vice-Mayor Harris, and Council Member Wyatt were not present when the vote was recorded.)

ITEMS LISTED ON THE 2:00 P.M. COUNCIL DOCKET REQUIRING DISCUSSION/CLARIFICATION; AND ADDITIONS/DELETIONS TO THE 2:00 P.M. DOCKET:

With regard to a report included on the 2:00 p.m., Council agenda concerning a recommendation of the Roanoke Arts Commission in connection

with the "Unity" Sculpture, question was raised as to how the City can avoid incurring costs in connection with the Unity Sculpture; whereupon, the City Manager advised that it is anticipated that Council will refer the report of the Roanoke Arts Commission to City staff for report and recommendation; the intent is to prepare a document indicating the availability of the specific location for a certain period of time, while specifying that cost of the Unity Sculpture will be without City participation. She added that there is a possibility that the sponsor of the Unity Sculpture will attend the 2:00 p.m. Council session to express his disapproval of the site recommended by the Arts Commission.

The City Manager further advised that Parks and Recreation staff have indicated that installation of the Unity Sculpture should anticipate expenses associated with removal or relocation in the future due to expansion/renovation of the main library.

Following discussion and in further clarification, the City Manager advised that Council has not taken a position on the library issue, other than that the library project will not involve a renovation/expansion at the current location, but will be relocated either to the area closest to Elm Avenue or to another location.

Council Member Cutler inquired about Consent Agenda Item C-2, rezoning of the Patrick Henry High School site to INPUD and reducing the size of the campus from 11 to two buildings. He asked that reduction of storm water run off be considered as a part of reconstruction of the high school.

Dr. Cutler also addressed the Deer Management Program and advised that when dividing the \$37,000.00 cost of the program into 109 deer, the cost per deer is \$340.00 and suggested that the City engage in a more efficient deer management program next year.

The City Manager called attention to the possibility of re-engaging the firm that expressed an interest in performing the activity through the baiting method for next year.

Dr. Cutler called attention to information from the Federal Highway Administration, which is operating under a partial year authorization through the Transportation Act, that will provide reduced funding for the Dr. Martin Luther King, Jr. Bridge project. He stated that the anticipated amount of funds for the project from the Federal Government will be reduced from \$500,000.00 to \$290,000.00, and inquired as to the effect of decreased funding on the bridge project.

The City Manager stated that the City has been advised on several occasions that Federal funding must be used for a vehicular bridge, although the City has been advised that there may be occasional permitted closure of the bridge for special events and/or activities; the City has already appropriated

funds for bridge improvements, and the assumption has been that funds from the Federal Highway Administration could be used for some, if not all of the proposed improvements; funding will be at a lesser amount and will reduce the number of improvements that can be made; and proposed improvements will be prioritized by the Dr. Martin Luther King, Jr. Memorial Committee which will meet later this month.

(Mayor Smith and Council Member Wyatt entered the meeting.)

The City Manager recognized Kenneth H. King, Jr., Manager, Streets and Traffic, for a briefing on a proposed traffic signal at Aviation Drive and Towne Square, N. W.

Mr. King advised that it has been suggested that the addition of a traffic signal at Aviation Drive and Towne Square Boulevard would be appropriate to more clearly designate the entrance to the Roanoke Regional Airport and to enhance traffic flow leaving Towne Square and the Crossroads Mall areas. He stated that Transportation Division staff met with representatives of the development community and the Airport to discuss potential benefits and concerns to each party, and staff has developed a conceptual sketch of a potential intersection configuration which would permit motorists to exit from Towne Square Boulevard to Aviation Drive and combine the existing entrance to the Airport and Thirlane Drive into a single access to Aviation Drive. He stated that a traffic simulation model has been developed which indicates that traffic will function acceptably under the proposed scenario.

Before the project proceeds, Council Member Wyatt suggested that the agreement with the Virginia Department of Transportation regarding Airport Road be reviewed to ensure that the proposal is not in conflict with provisions of the agreement.

Mr. King advised that the same presentation will be made to the Roanoke Regional Airport Commission at its meeting on May 19, 2004; the primary goal is to improve the Airport entrance in addition to other improvements; pending favorable comments from the Airport Commission, City staff will make appropriate refinements in the conceptual plan and prepare a cost estimate prior to initiating discussions with the development community and Airport officials to determine potential funding opportunities.

The City Manager advised that with the approval of Council, City staff will proceed as above described by Mr. King and re-submit the matter to Council following discussion with the development community, Roanoke Regional Airport officials, including more precise cost estimates and sharing of costs by the airport, the development community and the City of Roanoke.

The City Manager advised that officials of Yellow Cab Company appeared before Council on March 15, 2004, and submitted a request for rate increase, at which time the matter was referred to the City Manager for report; City staff has evaluated the request and reviewed information on the rate structure/regulations, if any, by a number of Virginia localities. She called on R. B. Lawhorn, representing the Office of Management and Budget, for a briefing.

Mr. Lawhorn advised that as a result of questions by Council, staff of the Department of Management and Budget surveyed localities in the Commonwealth of Virginia with regard to the regulation of not only taxicabs, but rates as well; and staff conferred with the Virginia Municipal League and the City Attorney's Office and requested a review of taxicab regulations by the Police Department. He stated that the Chief of Police is of the opinion that the Commissioner of the Revenue should be responsible for issuing taxicab permits, which is similar to a for hire vehicle, inasmuch as the Police Department is not involved in the regulation of taxicabs, other than if a complaint is filed and the Police Department is called upon to undertake an investigation.

He advised that:

- The petition currently before Council represents the first request for an increase in taxicab rates in approximately four years. The last rate increase was approved by Council on June 4, 2000.
- Yellow Cab reports increased costs; i.e.: insurance rates have increased over 35 per cent, repair costs have gone up over 25 per cent, fuel costs have increased over 30 per cent and labor costs have gone up over 20 per cent in the four year period.
- Based on the above referenced increased costs, it would appear that Yellow Cab is justified in requesting an increase in rates to help offset current expenses.
- Yellow Cab wishes to increase the meter drop rate which is currently \$1.80 for the first 1/8 mile trip, or the initial drop rate, to \$2.80 for the first 1/8 mile, and the remaining additional 1/8 increment, or 2 cents per 1/8 section, is not the subject of change.
- The average taxicab ride in the City of Roanoke is approximately three miles, or \$6.40, and if the proposed increase is approved by Council, the fare will increase to \$7.40.

- The Company advises that the proposed increase is in line with the current practice of other localities.
- The petition submitted by Yellow Cab lists rates charged by taxicab companies in seven other Virginia municipalities, five of which are localities on which the City of Roanoke obtained information, and a comparison reveals that the rates are basically the same.
- When considering the charge for a three mile trip in each of the localities surveyed and comparing the proposed \$7.40 rate in Roanoke City, the City of Roanoke would have the highest rate of any locality surveyed; a customer's cost in the City of Lynchburg would be the cheapest at \$6.60 for a three mile round trip, and the cost to a passenger in Manassas or Woodbridge would be closest to Roanoke's projected cost at \$7.35 for a three mile trip; however, he noted that other localities may be in the process of reviewing changes to their rates.
- Officials of Yellow Cab Company have pointed out, and it was verified in Roanoke's research, that taxicab companies in the City of Roanoke do not levy some of the additional charges that are imposed by a number of operators in other localities.

Based on the above information, Mr. Lawhorn advised that the request of Yellow Cab Company appears to be warranted, but the larger issue is whether or not the City of Roanoke wishes to continue to regulate taxicab rates in general. He presented copy of survey results from 27 different localities, including members of Virginia's First Cities Coalition and noted that all seven localities represented in the First Cities Coalition currently regulate taxicabs and taxicab rates. He stated that among the localities that surround the City of Roanoke; i.e.: Roanoke County, Bedford County and Botetourt County, none regulate taxicab rates; the Town of Vinton and the City of Salem have enacted ordinances that regulate rates and advise that they do not engage in a great deal of rate regulation, even though they have enacted ordinances; the Town of Blacksburg is the only nearby locality that actively regulates rates and the Town Code specifies the maximum rate that can be charged, although taxicab companies operating within the Town of Blacksburg can charge less than what is actually set forth in the Town Code. In summary, he stated that the survey revealed that 18 of the 27 localities surveyed regulate taxicab rates and nine do not.

Question was raised as to the position of Yellow Cab Company with regard to deregulation of taxicab companies by the City; whereupon, William Roberts, President, Yellow Cab Company, advised that Yellow Cab is strongly opposed to

deregulation for various reasons, more specifically, when rates are deregulated, operators can set their own rates and when taxicab companies, such as Yellow Cab Company and others, commit to large sums of investment in capital resources for their businesses, they do not want to be undermined by an operator who can conceivably operate with one or two vehicles and set their own rates. Therefore, he stated that regulation and stability are needed to ensure factors such as safety of passengers and fairness among operators and passengers.

Council Member Wyatt advised that the City of Roanoke subsidizes the Unified Human Services Transportation System (RADAR) as a means of transportation for disabled persons through Valley Metro and questioned whether or not it would be more cost effective for some citizens to use taxicabs as opposed to RADAR as a means of transportation.

There was discussion in regard to whether the same rate is charged valley-wide by local cab companies; whereupon, Mr. Roberts advised that the meter rate is based upon the rates charged by the locality in which the trip originates.

An observation was made by a Member of Council that it could be a disincentive for drivers to be helpful if a charge is not imposed for extra services, such as helping passengers with luggage, etc. Mr. Roberts responded that Yellow Cab Company prefers to encourage drivers to help citizens as much as possible, as opposed to offering incentives through add on charges so as to avoid complaints from passengers about being over charged, etc.

The City Manager advised that any vendor has the right to respond to the City's request for proposals to provide service for disabled persons, although RADAR has been the primary respondent over a number of years; and while some passengers currently using RADAR could use taxicabs, there are others who require special facilities such as a handicap lift, etc.

The City Attorney advised that there is no legal requirement for the City of Roanoke to regulate taxicab rates; in reviewing the matter, it was discovered that the City does not impose a fee for taxicab permits; a number of hours are devoted each year by City staff to regulating the program, therefore, Council might want to give consideration to implementing a basic permit fee for taxicab service.

In response to a previous question by Council for information on the charge(s) imposed by RADAR, the City Manager advised that RADAR charges \$14.10 per ride, a fee of \$2.50 is paid by the passenger, and Valley Metro, through Federal, State and local sources, subsidizes the RADAR ride by \$11.60 per passenger.

It was the consensus of Council that the City Manager will submit a report at the next meeting of Council on Monday, May 20, 2004, recommending

approval of the rate increase requested by Yellow Cab Company.

The City Manager called upon Michael Etienne, Director, Department of Housing and Neighborhood Services, for a briefing on the Southeast by Design project.

Mr. Etienne advised that:

- In 2001, Council adopted a new neighborhood revitalization strategy aimed at building strong neighborhoods and a sound economy.
- The goal of the strategy is to target resources in specific neighborhoods to spur redevelopment and to improve quality of life in Roanoke's neighborhoods.
- Expected outcomes of Southeast by Design are:
  - Provide better neighborhood planning and community involvement
  - Provide better community services
  - Eliminate blight through property acquisition, demolition, renovation and new construction
  - Provide for traffic calming measures
  - Provide incentives for business/commercial rehabilitation
- Impact of Southeast by Design: crime declined by 65 per cent, calls for service declined by 25 per cent and a neighborhood watch program was started.
- 15 properties were acquired for redevelopment (eight homes were sold and/or under construction, two demolitions for new construction, five undeveloped properties to the contractors for bids); 12 renovation loans were provided to existing owners; and 39 repair grants were provided to area residents.
- Photographs were reviewed of the following houses purchased and renovated by Blue Ridge Housing Development Corporation:
  - 522 6<sup>th</sup> Street-1700 square feet, four bedrooms, two baths, full basement, new siding, new roof, HVAC-Before rehab value: \$23,900.00 and after rehab value: \$72,500.00

702 Jamison Avenue, S. E. - 2300 square feet, three bedrooms, 1.5 baths, roof, detached garage, new siding, HVAC - Before rehab value: \$30,300.00 and after rehab value: \$81,500.00

Allison Avenue, S. E. - Duplex, each side has 1200 square feet, three bedrooms, two baths, HVAC, new roof and siding, property was marketed as one structure, owner lives in one side and rents out the other - Before rehab value: \$57,700.00 and after rehab value sales price: \$129,950.00

- Properties which are homeowner/rehab by the Roanoke Redevelopment and Housing Authority:

1117 Bullitt/Highland Avenue, S. E. - Before Rehab value: \$45,200.00 and after rehab: appraised value \$92,000.00

1107 Bullitt Avenue, S. E. - Before Rehab value: \$43,600.00 and after rehab: appraised value: \$75,000.00

716 Jamison Avenue, S. E. - Before Rehab Value: \$28,700.00 and after rehab: appraised value: \$79,500.00

- Homes under construction include: 708 Jamison Avenue, S E., 533 6<sup>th</sup> Street, S. E., and 515 6<sup>th</sup> Street, S. E.
- Other visible improvements include 15 facade improvement grants to existing businesses, supporting new commercial developments to include a grocery/drug store and a car repair garage, and traffic calming measures.
- Business Facade Improvement Grants include: the Presbyterian Community Center, Bill's Auto Sales at 804 Tazewell Avenue, B & F Home Center at 1636 Dale Avenue, Domino's Pizza and Beltone at 325 A & B Elm Avenue, Ellis Auto Body at 404 9<sup>th</sup> Street, Frank R. and Mary E. Radford at 1207 Jamison Avenue, K&T Investments at 829 Tazewell Avenue, Sarver's Construction Company at 801 Bullitt Avenue, Saleeba's Grocery at 926 Tazewell Avenue, Clem Enterprises at 907 Tazewell Avenue, Bobby Scruggs at 1024 Jamison Avenue, Salvation Amy Thrift Store at 828 Jamison Avenue, Polumbos at 1302 Tazewell Avenue, Valley Express

at 504 13<sup>th</sup> Street, Star City Food Center at 509 13<sup>th</sup> Street and RYTLLC – Robert Young at 1302 Jamison Avenue.

- Traffic calming measures will improve the attractiveness of the corridor, improve public safety and slow down traffic.
- Southeast by Design partners include: Southeast by Design Steering Committee, Historic Belmont Preservation, Southeast Action Forum, Southeast Roanoke Christian Partnership, Faith Works, Roanoke Redevelopment and Housing Authority, Blue Ridge Housing Development Corporation, Presbyterian Community Center, Regional Housing Network, various departments from the City of Roanoke, Virginia Tech, First Union/Wachovia Bank, First Citizens Bank, SunTrust Bank, Wells Fargo Mortgage Company, The Roanoke Times, and numerous newspaper articles highlighting the status and accomplishments of the project.

In response to a statement that crime has declined by 65 per cent and calls for service have declined by 25 per cent, the Mayor requested additional information with regard to specific blocks.

The Reverend David Walton representing the Southeast by Design Steering Committee, expressed appreciation on behalf of the southeast community. He advised that the community was specifically concerned about housing and infrastructure, traffic and safety, the appearance of the neighborhood, and the lack of or the need for available and affordable health care; and since inception of the Southeast by Design Project in May 2001, the City and the southeast community have worked together to uphold the partnership. He stated that funding for Southeast by Design will end on June 30, 2004; however, the Steering Committee wishes to continue to meet, and propose the following beginning in July 2004: aggressively market the Southeast by Design project beyond southeast Roanoke, therefore, the Southeast by Design Steering Committee will host a breakfast meeting attended by representatives of the Roanoke Valley Realtors Association, civic leaders and large business leaders to discuss the Southeast by Design project and to provide an opportunity to dialogue with residents of the southeast community in order to begin to market southeast to those persons who market the Roanoke Valley region on a daily basis; there is a need to continue community involvement programs such as a garden club that will have the potential to spread beyond the Jamison/Bullitt corridor into other areas of southeast Roanoke; and the Southeast by Design Steering Committee will continue to meet on a regular basis, with the goal of rotating in new members at the end of July, acting as a kind of “think tank” with resources offered by representatives of the Roanoke Redevelopment and Housing Authority, Blue Ridge Housing Development Corporation, the Police Department and other persons who have been actively involved in the program.

The City Manager advised that Southeast by Design has been a successful project, residents have been patient with the City while the City learned a new and different way of doing business, and while the City engaged in an overly ambitious schedule which took two years as opposed to the one year that was originally envisioned. She stated that the willingness of southeast Roanoke to serve as the pilot project, to learn with the City, to allow the City to make mistakes, and to determine where improvements are needed in the future has been of assistance to City staff. Even though the commitment of funds ends to the southeast neighborhood on June 30, 2004, she stated that the City will be working through December 31, 2004, on traffic calming improvements, additional rehabs and new construction; Southeast by Design is still a work in progress and Council will receive another briefing at the end of the calendar year.

The City Manager called upon Beth Neu, Economic Development Director, for a briefing on the Grow America Fund.

Ms. Neu advised that:

- The City was approached by the Roanoke Valley/Allegheny Regional Commission in response to a recently adopted Economic Development Strategy to form a regional business loan pool through the National Development Council's (NDC) Grow America Fund.
- The NDC partners with local municipal economic development staff to offer the financing and development resources to benefit the small business community.
- The NDC is a United States Treasury Certified Development Financial Institution and a Certified Development Entity and may be able to use the benefits of that status to bring more money and technical assistance to the City of Roanoke.
- In order to make the loan pool viable, the NDC believes that a regional approach would work best for the Roanoke area; the NDC currently operates a Grow America Fund program in the City of Richmond; the Regional Commission is willing to serve as the intermediary and to work with a group of stakeholder communities in order to participate in the program.

- Advantages of the program are:

The Grow America Fund leverages to the community loan dollars to make the loans (i.e. they contribute to the pool using SBA resources, typically four times the community investment)

The NDC staff assists in marketing the program, assists in originating and packaging the loans, analyzes loan applications, determines credit worthiness, underwrites, closes, services and collects the loans, works with local banks, attorneys, CPAs, SBDCs etc., staff performs an annual review of each loan, staff provides fiscal reporting to the local client and training and capacity building services to client staff.

NDC has extensive experience in small business financing (has existed since 1969) and has closed 240 loans since the GAF program began.

The NDC staff of former bankers, developers, entrepreneurs, community and economic development officials and government agency lenders understand the needs and concerns of both the private and public sectors and will provide technical assistance service to help client communities be successful on a variety of projects.

- The GAF program differs from conventional lending by providing:

Patient Growth Capital – longer, more patient terms means smaller monthly loan payments, giving the borrower more time to reach full potential. Small loans–GAF's loans range from \$50,000.00 to \$1,000,000.00. Lower Down Payment–higher loan-to-value ratios allow the business to maximize equity available for growth capital. Lower Interest Rate–community development, not profit, is the goal so NDC can provide lower interest rates. Better Structure–GAF matches the term of the loan to the life of the assets being financed and matches debt service to available cash for repayment.

Costs include: an annual management fee, contribution to the loan pool and the City will have to provide some marketing and staff time.

Timeline for entering into an agreement with the NDC: identify participating communities by mid-May, prepare Memorandum of Understanding between the Regional Commission and the participating communities by mid-June (start working with local bankers, etc., to promote the program), enter into the Agreement with NDC by mid-July, and roll out the program by August 1, 2004.

Ms. Neu recommended an initial contribution by the City of Roanoke of \$200,000.00 to the loan pool.

It was the consensus of Council that the City of Roanoke will participate in the Grow America Fund.

At 12:15 p.m., the Mayor declared the Council meeting in recess until 12:45 p.m., at which time Council convened in Closed Session in the Council's Conference Room, Noel C. Taylor Municipal Building.

At 2:00 p.m., on Monday, May 3, 2004, the Council meeting reconvened in the City Council Chamber, fourth floor, Noel C. Taylor Municipal Building, 215 Church Avenue, S. W., City of Roanoke, Virginia, with Mayor Smith presiding.

PRESENT: Council Members William D. Bestpitch, M. Rupert Cutler, Alfred T. Dowe, Jr., Beverly T. Fitzpatrick, Jr., C. Nelson Harris, Linda F. Wyatt, and Mayor Ralph K. Smith-----7.

ABSENT: None-----0.

OFFICERS PRESENT: Darlene L. Burcham, City Manager; William M. Hackworth, City Attorney; Jesse A. Hall, Director of Finance; and Mary F. Parker, City Clerk.

The meeting was opened with a prayer by The Reverend Kenneth B. Wright, Pastor, First Baptist Church, 310 N. Jefferson Street.

The Pledge of Allegiance to the Flag of the United States of America was led by Mayor Smith.

PRESENTATIONS AND ACKNOWLEDGMENTS:

PROCLAMATIONS-RESCUE MISSION: The Mayor presented a proclamation declaring the month of May 2004, as Rescue Mission Month.

PROCLAMATIONS-WATER RESOURCES: The Mayor presented a proclamation declaring the week of May 2 - 8, 2004, as National Drinking Water Week.

**PROCLAMATIONS-LANDMARKS/HIST. PRESERVATION:** The Mayor presented a proclamation declaring the week of May 3 - 9, 2004, as National Historic Preservation Week.

**PROCLAMATIONS-TOURISM:** The Mayor presented a proclamation declaring the week of May 8 - 16, 2004, as National Tourism Week.

**PROCLAMATIONS-INSURANCE:** The Mayor presented a proclamation declaring the week of May 10 - 16, 2004, as Cover the Uninsured Week.

**ACTS OF ACKNOWLEDGEMENT:**

**ARCHITECTURAL REVIEW BOARD:**

On behalf of the Architectural Review Board, Chairman Robert N. Richert presented awards for the following:

- H-1 District - FNB Bank Building, 302 Market Street. When the newly merged FNB Bank (with Salem Bank & Trust) was interested in relocating to the downtown Market area after 88 years in its former location near the Municipal Building, the owners and the architect had to overcome many obstacles to fit a modern bank into a historic storefront. With the help of Sonny Tarpley, President of Salem Bank & Trust, William and Gale Sowers, former owners of the building, and architect Peter Clapsaddle, the bank building was renovated internally and externally.
- H-1 District: Signage on the Wigmore Building at 309 Market Street. When the owner of the building, Sherwin Jacobs, wanted to market his building and to acknowledge its historical significance, he hired Sign Design to propose the right signs to complement the building. After much work by the owner, Al Williams, and the designer, Dan Moore, working with the Architectural Review Board, they arrived at a series of attractive and informative signs that not only describe the history of the building, but provide a directory of the upper floors. The signs are an asset to the City Market area and provide a good example for appropriate sign design and location.

- H-2 District – Renovation of 433 Albemarle Avenue by Pitman Construction Company. The apartment building was vacant and placarded by the City before Bud and Walt Derey, father and son owners of Pitman Construction Company, purchased the property in 2002 and started renovation. After working cooperatively with the Architectural Review Board, the building and its former carriage house apartment were restored by the Derey's and are now a contributing property to the historic streetscape.

CONSENT AGENDA

The Mayor advised that all matters listed under the Consent Agenda were considered to be routine by the Members of Council and would be enacted by one motion in the form, or forms, listed on the Consent Agenda, and if discussion is desired, the item will be removed from the Consent Agenda and considered separately.

**AUDIT COMMITTEE:** Minutes of a meeting of the Audit Committee which was held on Monday, April 5, 2004, were before the body.

Topics of discussion included Internal Audit Reports:

- A. Treasurer Turnover
- B. Clerk of the Circuit Court
- C. Parks and Recreation
- D. Fixed Assets
- E.

Audit Committee meetings for the remainder of the calendar year:

- o Tuesday, July 6, 2004
- o Thursday, October 7, 2004
- o Monday, December 20, 2004 (at 1:00 p.m.)

Mr. Bestpitch moved that the minutes of the Audit Committee be received and filed. The motion was seconded by Mr. Fitzpatrick and adopted by the following vote:

AYES: Council Members Bestpitch, Cutler, Dowe, Fitzpatrick, Harris, Wyatt, and Mayor Smith-----7.

NAYS: None-----0.

ZONING-SCHOOLS: A communication from the City Manager advising that the plan for reconstructing Patrick Henry High School calls for ten of the current eleven buildings on the campus to be demolished, with a new three-story, 330,000 square foot building to be constructed to replace the demolished buildings, was before Council.

It was further advised that the current zoning of the subject property is RS-1, Residential Single-Family District, which restricts structures to a maximum height of 35 feet; a rezoning of the property to INPUD, Institutional Planned Unit Development District, is recommended; the INPUD District would permit the uses existing and proposed for the property, allow for structures up to a maximum height of 45 feet, and encourage efficient redevelopment of the site; and the INPUD District is intended to encourage harmonious development of institutional uses and mixed-use campus developments.

The City Manager explained that *Vision 2001-2020*, the City's Comprehensive Plan, recommends the efficient redevelopment of existing sites within the City and the improvement of the City's educational facilities; and consolidation of Patrick Henry High School from the current 11 building campus into two buildings reduces the impervious areas of roof, sidewalk, and driveways, consistent with *Vision 2001-2020's* recommendation for limiting impervious surfaces to reduce storm water runoff.

The City Manager recommended that she be authorized to file a petition to rezone the Patrick Henry High School property, located at 2102 Grandin Road, S. W., Official Tax No. 1460101, from RS-1, Residential Single-Family District, to INPUD, Institutional Planned Unit Development District.

Mr. Bestpitch moved that Council concur in the request of the City Manager. The motion was seconded by Mr. Fitzpatrick and adopted by the following vote:

AYES: Council Members Bestpitch, Cutler, Dowe, Fitzpatrick, Harris, Wyatt, and Mayor Smith-----7.

NAYS: None-----0.

COMMITTEES-PENSIONS-HOTEL ROANOKE CONFERENCE CENTER-  
HOUSING/AUTHORITY:

The following reports of qualification were before Council:

Michael W. Hanks as a member of the Board of Trustees, City of Roanoke Pension Plan, to fill the unexpired term of D. Duane Dixon, resigned, ending June 30, 2004;

C. Nelson Harris as a member of The Hotel Roanoke Conference Center Commission, for a term ending April 12, 2008; and

Rich G. McGimsey as a member of the Fair Housing Board, for a term ending March 31, 2007.

Mr. Bestpitch moved that the report of qualification be received and filed. The motion was seconded by Mr. Fitzpatrick and adopted by the following vote:

AYES: Council Members Bestpitch, Cutler, Dowe, Fitzpatrick, Harris, Wyatt, and Mayor Smith-----7.

NAYS: None-----0.

Mr. Robert Craig, 701 12<sup>th</sup> Street, S. W., inquired if Council transacts business with The Hotel Roanoke Conference Center Commission and, if so, he expressed concern that there may be a conflict of interest inasmuch as Vice-Mayor Harris serves as both a Member of City Council and a member of The Hotel Roanoke Conference Center Commission.

REGULAR AGENDA

PUBLIC HEARINGS: NONE.

PETITIONS AND COMMUNICATIONS:

ACTS OF ACKNOWLEDGEMENT-THE NEW CENTURY COUNCIL: Lisa Isom, President, The New Century Venture Center, advised that on April 26, 2004, the New Century Venture Center was named the 2004 Randall M. Whaley Incubator of the Year by the National Business Incubation Association, which award recognizes overall excellence in business incubation. She stated that the Whaley award is the Association's most prestigious award; and the new Century Venture Center was selected from over 1,000 member incubators throughout the world. She further stated that prior to receipt of the Whaley award, the New Century Venture Center was recognized for having graduates of the year in 2002 in the service manufacturing category and graduates in the technology category in 2003; many things contributed to the recognition, including diversity of programs, success of tenant and graduate companies, operating on a conservative shoestring budget, and completing the job with a staff of two full time employees and one part time employee. She added that since opening in 1996, the Center has assisted over 75 companies, 26 of which have graduated from the Center and have continued their operations throughout the Roanoke Valley; the Center currently houses 24 tenants who operate 27 businesses and employ approximately 70 persons; the Center operates a mixed use incubator, with current occupancy including 18 service companies, five technology firms, and one bioscience firm; 15 of the firms represent women and minority owned businesses; those businesses responding to the tenant and graduate survey for 2003 indicated gross revenues of over \$7 million and total payrolls of \$2.4 million; the Center assists with all types of entrepreneurs and have experienced success in each category, from technology to service companies, to assisting entrepreneurial residents of public housing and home based businesses; a strong training program is provided offering affordable training in all aspects of business operations; the Venture Out Program provides service to businesses not physically located within the Center; and other factors that have had a direct influence on the success of the Center include continuity of leadership in staff and the Board of Directors, creation of an entrepreneurial environment for businesses, and assistance provided to clients through advisory teams composed of volunteers from the Roanoke Valley and surrounding communities. She advised that Roanoke's New Century Venture Center has been well represented, is recognized as a leader in the incubation industry and is often used as a model for other programs throughout the country.

On behalf of the Board of Directors, Ms. Isom offered assistance to the City of Roanoke in the operation and growth of Warehouse Row and advised that including the project under the umbrella of the New Century Venture Center would allow the Center to expand its capability to provide additional space options and services to companies that wish to be located in the downtown area, but also need the nurturing that is provided by a full-fledged incubation program.

**BUDGET-ROANOKE VALLEY RESOURCE AUTHORITY:** A communication from the City Manager transmitting a request of the Roanoke Valley Resource Authority to present its proposed Annual Budget for fiscal year 2004-2005, was before Council.

Pursuant to the Member Use Agreement, John R. Hubbard, Chief Executive Officer, Roanoke Valley Resource Authority, presented the proposed 2004-2005 Annual Budget of the Roanoke Valley Resource Authority, in the amount of \$8,628,515.00.

Mr. Dowe offered the following resolution:

(#36680-050304) A RESOLUTION approving the annual budget of the Roanoke Valley Resource Authority for fiscal year 2004-2005, upon certain terms and conditions.

(For full text of Resolution, see Resolution Book No. 68, Page 438.)

Mr. Dowe moved the adoption of Resolution No. 36680-050304. The motion was seconded by Mr. Cutler and adopted by the following vote:

AYES: Council Members Bestpitch, Cutler, Dowe, Fitzpatrick, Harris, Wyatt, and Mayor Smith-----7.

NAYS: None-----0.

REPORTS OF OFFICERS:

CITY MANAGER:

BRIEFINGS:

COMMITTEES-YOUTH: The City Manager called upon Marion Vaughn-Howard, Youth Planner, for a briefing on the Youth Commission.

Members of the Youth Commission, i.e.: Cari Kelso, Co-Chair; Kathryn Hatam, Co-Chair; Alisha Childress, Vice-Chair; and Ashley Johnson, Special Projects Coordinator, participated in the briefing.

They advised that:

- A Youth Forum was held on November 22, 2002, which was attended by students from local high schools who identified a need for an official "voice for the youth".
- Based upon an identified need, a Youth Commission was established consisting of 20 active appointed and volunteer members who attend regular meetings of the Commission.
- A Youth Retreat was held in March 2003 which addressed team building, overcoming differences/group dynamics, identification of key priority issues and identification of leadership.
- Initiatives planned and/or missions accomplished include:
  - Representation on the Roanoke Neighborhood Advocates Committee
  - A Resource Directory Guide
  - A Youth Fitness Program
  - A Youth Student Grant Program
  - A Youth Nutritional Program
  - Youth Internships and Employment
- The Resource Guide and Youth Directory will provide a community resource database for youth services, stakeholders, and list available services and resources.
- Youth Internships and Employment will act as partners with Youth Service organizations for placement, partner with the Roanoke City Library department, provide on the job training and work ethic development, partner with City departments for placement, and provide internships for 65 young people.
- The Youth Student Grant will involve Mill Mountain Theatre, Boy Scouts Camp grants, Dumas Drama Guild, Addison Garden, and Youth Police Academy Summer Program.

- The Youth Commission co-sponsored World Changers on July 12-19, 2003, which provided volunteer services to residents of the City of Roanoke, provided "goodie bags" to out of town volunteers, and distributed Popsicles along with the City Manager and Assistant City Manager.
- National Youth Service Day celebration was held on April 17, 2004, which recognized 400+ youth volunteers for participation in service projects.
- The Youth Commission was invited to present at the 2004 National Prevention Through Recreation Services Conference, youth representatives participated in a panel discussion on the formation of the Youth Commission and the presentation was based on 40 developmental assets and healthy youth development.
- "Rock the Park" which was held on September 20, 2003, provided an opportunity for special event programming for the City's youth, which included a youth concert, games and food in Elmwood Park, with local/out of town youth talent performances.
- A School Safety Task Force/Youth Citizenship Summit will be held on May 5, 2004, which will be a follow up to Town Meetings on school safety, group discussions will be facilitated on student involvement in school safety issues, the meeting will be attended by 200 students from City schools, with 18 youth facilitators/recorders and 34 adult volunteers from City departments.
- Student Government Day will be held on May 27, 2004, which will introduce youth citizens to City of Roanoke government positions, highlight the Public Works Department, allow participants to shadow government officials, and allow for special recognition.
- Preston Recreation Center will offer a location to develop a safe community place for young people to "call their own"; implement programs for "young people by young people", provide intergenerational programs within the facility, and create educational mentoring and social development skills.

- The succession plan calls for recruitment of new members, extending recruitment to middle school students, and a Youth Commission Retreat.
- The Strategic Business Plan calls for an advocate for youth and adolescents in the City of Roanoke, to identify needs for Youth Services in the community, to provide special event program opportunities, and to develop a Youth Leadership Academy.
- City Council's Vision Plan calls for development of an addendum to the City's Comprehensive Plan - a "Youth Comprehensive Plan" and development of an addendum to the Vision Plan - "Youth Vision Plan".

Representatives of the Youth Commission expressed appreciation to Council for its continued support and for providing opportunities for the Youth Commission to be the voice of all young people within the City of Roanoke, which demonstrates that "this is the city which continues to care about its children."

#### ITEMS RECOMMENDED FOR ACTION:

**ROANOKE CIVIC CENTER-ENVIRONMENTAL POLICY:** A communication from the City Manager advising that the Virginia Department of Environmental Quality (DEQ) is requesting that the City of Roanoke enter into a Consent Order with the Commonwealth of Virginia Waste Management Board to resolve certain solid waste disposal issues identified on City owned property located adjacent to the City's Public Works Service Center; in the Consent Order, DEQ acknowledges that the solid waste identified on City owned property located adjacent to the City's Public Works Service Center has been properly removed from the site and no further remediation or closure activities are currently being requested; while the City is admitting the jurisdictional allegations in the Consent Order, the City is not admitting the factual allegations or legal conclusions contained within the Consent Order; and the City is agreeing to pay \$3,000.00 in settlement of alleged violations in order to resolve the matter.

It was further advised that negotiations to develop the Consent Order included representatives of the City's legal counsel, the City's environmental consultant, and staff from the City and the Department of Environmental Quality.

The City Manager recommended that she be authorized to execute the Consent Order on behalf of the City of Roanoke with the Department of Environmental Quality and the Commonwealth of Virginia Waste Management Board, and to make payment to the Treasurer of Virginia, through DEQ, the amount of \$3,000.00 for settlement of alleged solid waste violations and to execute other documents and to take such further action as may be needed to conclude the matter.

Mr. Fitzpatrick offered the following resolution.

(#36681-050304) A RESOLUTION authorizing the City Manager to execute for and on behalf of the City a Consent Order with the Commonwealth of Virginia Waste Management Board and the Department of Environmental Quality (DEQ) resolving certain solid waste disposal issues involving City owned property located adjacent to the City's Public Works Service Center, upon certain terms and conditions; and authorizing the City Manager to take such further action and to execute and provide such further documents as may be necessary to comply with and implement the provisions of such Consent Order.

(For full text of Resolution, see Resolution Book No. 68, Page 439.)

Mr. Fitzpatrick moved the adoption of Resolution No. 36681-050304. The motion was seconded by Mr. Cutler.

Council Member Bestpitch called attention to a number of concerns that have been raised regarding the future impact of the materials that were found at the specified location; i.e.:

- On August 25, 2003, two crushed 55 gallon drums containing dried paint and three empty drums were excavated during construction activities; and there was no soil staining, odor, or any other evidence that any of the material had leaked out of the drums.
- On September 9, 2003, a partially crushed 55 gallon drum was excavated during construction activities; the contents of the drum and approximately 60 tons of soil, some of which was petroleum contaminated, were removed and disposed of properly; following removal of the approximately 60 tons of soil, there was no staining, odor, or any other evidence of release in the soil that remained in place at the site, and all of the contamination was removed.
- On October 7, 2003, one 30 gallon drum containing paint, and four five gallon pails containing paint were excavated; there was no soil staining, odor, or any other evidence of a release from any of the containers, and none of the matter had leaked into the soil.

- On December 30, 2003, one partially crushed 55 gallon drum containing absorbent material was excavated; the drum, its contents and approximately seven tons of petroleum contaminated soil were removed for disposal, properly disposed of, and all petroleum contaminated soil was removed from the site.

Mr. Bestpitch stated that he was not suggesting that any of the above was not a problem, or that it should not have been corrected once it was found; everyone is in agreement that none of the material should have been disposed of improperly at this location or at any other location; many people have different ideas about what should be done with the property in the future; however, whatever happens to this particular site, at some point in the future, it should be known that there is no reason for any person to think that there is any type of toxic waste situation, or any type of hazard that will prevent a productive use of the property. He advised that for the record, it should be stated that there is no reason for any citizen to think that there is any danger resulting to any citizen from future use of the site.

Council Member Cutler advised that the site of the proposed new stadium/amphitheater is now one of the cleanest and safest sites in the Commonwealth of Virginia; the City of Roanoke could have disagreed with the Department of Environmental Quality and gone to court over the matter, which would have cost the City far more than the \$3,000.00 fine the City has agreed to pay; and the City of Roanoke has pledged to the Department of Environmental Quality and to itself that it will be a model of compliance with environmental laws and regulations in the future. He reiterated the remarks of Mr. Bestpitch that the site at Orange Avenue and Williamson Road is free of contamination.

Resolution No. 36681-050304 was adopted by the following vote:

AYES: Council Members Bestpitch, Cutler, Dowe, Fitzpatrick, Wyatt, and Mayor Smith-----6.

NAYS: None-----0.

(Vice-Mayor Harris was out of the Council Chamber when the vote was recorded.)

**BUDGET-ROANOKE CIVIC CENTER:** The City Manager submitted a communication advising that on December 2, 1999, Roanoke Pro Football, LLC, doing business as the Roanoke Steam, entered into an agreement with the City of Roanoke to provide Arena Football 2 games at the Civic Center Coliseum; in March 2000, the City purchased Arena Football equipment in the amount of \$168,671.00; in 2002, the team acquired new owners, but the City terminated the agreement when the new ownership group filed for bankruptcy; the City was left with Arena Football equipment that was used for only two seasons; previous attempts to sell the equipment proved unsuccessful; however, in March 2004, owners and managers of the Wichita Falls Thunder expressed an interest in acquiring the equipment; and after following the required procedures, the majority of the equipment was sold for \$45,000.00, and remaining equipment will be used at the Civic Center and Victory Stadium.

It was further advised that proceeds from the sale of the equipment can be used to address needed improvements such as repair of the stage and replacement of seats in the Civic Center Auditorium.

The City Manager recommended that Council authorize the Director of Finance to establish a revenue estimate, in the amount of \$45,000.00, from the sale of equipment and appropriate funding to Account No. 005-550-8623-9003 (Seat Refurbishing Auditorium and Coliseum) where the funds may be used for capital improvements.

Mr. Fitzpatrick offered the following budget ordinance:

(#36682-050304) AN ORDINANCE to appropriate funding received from the sale of Arena Football equipment, amending and reordaining certain sections of the 2003-2004 Civic Facilities Fund Appropriations and dispensing with the second reading by title of this ordinance.

(For full text of Ordinance, see Ordinance Book No. 68, Page 440.)

Mr. Fitzpatrick moved the adoption of Ordinance No. 36682-050304. The motion was seconded by Mr. Dowe and adopted by the following vote:

AYES: Council Members Bestpitch, Cutler, Dowe, Fitzpatrick, Wyatt, and Mayor Smith-----6.

NAYS: None-----0.

(Vice-Mayor Harris was out of the Council Chamber when the vote was recorded.)

**CITY MARKET-BUDGET:** The City Manager submitted a communication advising that the City opened bids for the replacement of the City Market Building HVAC on March 4, 2004; two bids were received from local contractors, with the low bid being \$1,568,245.00; and variance between the two bids was approximately six per cent.

It was further advised that estimated cost of the project is \$965,000.00; the higher than expected bids reflect the difficulty of work in an historic building that will remain in retail food service operation throughout construction; the project also requires limiting the contractor's work times and the site presents difficult construction staging and material storage challenges.

It was explained that City staff, with the low bidder and Design Engineer, have reviewed the project, in an effort to identify opportunities to reduce cost; in order to meet budget limits, it is necessary to design a less efficient and less flexible heating and cooling system, which, while meeting the budget, will not provide the desired comfort and operational flexibility needed in the City Market Building.

The City Manager recommended that Council proceed with the HVAC replacement project as currently designed; increased funding requirements of \$700,583.00 will be addressed by using several sources as detailed below; additional funding beyond the contract amount will be used for miscellaneous project expenses including advertising, prints, test services, minor variations in bid quantities, and unforeseen project expenses.

The City Manager further recommended that Council appropriate funds to Market Building Improvement, Account No. 008-530-9767, in the amount of \$74,333.00 from unappropriated CMERP (001-3323); and transfer funds from the following accounts to Market Building Improvements, Account No. 008-530-9767:

Life Insurance Premium Savings	001-250-9110-1130	\$164,807.00
Roanoke Valley Detention Commission	001-121-2130-2008	\$150,000.00
Main Library Improvements	008-052-9640-9003	\$ 8,285.00
Greater Gainsboro Land Acquisition	008-410-9653-9003	\$139,519.00
Municipal South Elevators	008-530-9792-9132	\$ 43,799.00
120 Commonwealth Avenue	008-530-9816-9003	\$ 19,840.00
Maintenance of Fixed Assets	001-440-4330-3057	\$100,000.00

Mr. Cutler offered the following budget ordinance:

(#36683-050304) AN ORDINANCE to appropriate funding for the City Market Building HVAC System Replacement, amending and reordaining certain sections of the 2003-2004 General and Capital Projects Funds Appropriations and dispensing with the second reading by title of this ordinance.

(For full text of Ordinance, see Ordinance Book No. 68, Page 441.)

Mr. Cutler moved the adoption of Ordinance No. 36683-050304. The motion was seconded by Mr. Fitzpatrick and adopted by the following vote:

AYES: Council Members Bestpitch, Cutler, Dowe, Fitzpatrick, Harris, Wyatt, and Mayor Smith-----7.

NAYS: None-----0.

CITY ATTORNEY:

CITY CODE-SCHOOLS: The City Attorney submitted a written report advising that during his absence while on vacation, Council elected to extend the application deadline until April 19, 2004, for candidates for two School Board positions; the Assistant City Attorney advised that such extension is permissible under law; however, if the Council elects to appoint one or more of the applicants who applied after March 10, 2004, §9-17 of the City Code will need to be amended, inasmuch as the section provides that the "Council shall elect school trustees only from among those persons, including incumbent trustees, who have declared their candidacy by March 10 of each year."

It was explained that the procedure adopted by Council for appointment of School Board members is more detailed and cumbersome than that which is required by State law; the procedure was streamlined in 2001, and the Council may wish to further streamline the procedure in order to allow more flexibility in the application process.

Mr. Bestpitch offered the following ordinance:

(#36684-050304) AN ORDINANCE amending §9-17, Candidate's application, of Article II, Procedure for Election of School Trustees, Chapter 9, Education, Code of the City of Roanoke (1979), as amended, by removing the March 10 deadline for filing of applications by candidates for election of school trustees; and dispensing with the second reading by title of this ordinance.

(For full text of Ordinance, see Ordinance Book No. 68, Page 443.)

Mr. Bestpitch moved the adoption of Ordinance No. 36684-050304. The motion was seconded by Mr. Fitzpatrick and adopted by the following vote:

AYES: Council Members Bestpitch, Cutler, Dowe, Fitzpatrick, Harris, Wyatt, and Mayor Smith-----7.

NAYS: None-----0.

**DIRECTOR OF FINANCE:**

**AUDITS/FINANCIAL REPORTS:** The Director of Finance submitted the Financial Report for the City of Roanoke for the month of March 2004.

There being no discussion, without objection by Council, the Mayor advised that the Financial Report for the month of March 2004 would be received and filed.

**REPORTS OF COMMITTEES:**

**ROANOKE ARTS COMMISSION:** Mark C. McConnel, Chair, Roanoke Arts Commission, presented a written report on behalf of the Arts Commission advising that several months ago, the Roanoke Arts Commission recommended to Council that the City accept a sculpture entitled, "Unity" by local artist Judith Damon; the Arts Commission appointed a site selection committee composed of Commission members to determine possible sculpture installation locations on City property; the site selection committee recommended to the Arts Commission a site in Elmwood Park; the Arts Commission voted to accept the location, met with the Director of the Department of Parks and Recreation and the Parks and Recreation Advisory Board because the site is located on City park property; the Arts Commission and the Department of Parks and Recreation concur in recommending that Council dedicate this site for installation of the Unity sculpture, and also recommends that the artist be given one year to install the sculpture. He stated that the artist has indicated that donations for the work of art and installation will be at no cost to the City of Roanoke.

Herb Detweiler, President, JRD ART, advised that he has been working with the Roanoke Arts Commission to identify an appropriate and viable site for the sculpture in the downtown Roanoke vicinity. He expressed concern that the site proposed by the Roanoke Arts Commission in Elmwood Park will not work; in order to donate the sculpture to the City, it will be necessary to raise a large sum of money from citizens and businesses in the Roanoke Valley, therefore, it will be crucial to the success of fund-raising that potential donors will be able to see the proposed site as a good location; i.e.: it is easily seen and accessed by the general public.

He advised that if the sculpture must be located in Elmwood Park, two suggestions are offered; i.e.: the first suggestion involves a site that would not be obscured by the large rocks and is near the library courtyard; the slope of the hill provides that the partly exposed lower side of the supporting base could accommodate a bronze plaque that the artist intends to install listing the names of major donors; and the second suggestion, which is the ideal location, is to move the sculpture off the hill to the corner of Elm Avenue and Jefferson Street. He stated that there is about 46 feet of space between the sidewalk and the present bricked area, allowing ample room to place the sculpture on a 30 - 35 foot star of red paving bricks; nothing presently located at this corner site would need to be disturbed, except the short connecting sidewalk into the present bricked area; and this location would maximize the ability of people to see the sculpture and provide an exciting and inspiring welcome to those persons using this busy corridor to the downtown area.

It was the consensus of Council to refer the recommendation of the Roanoke Arts Commission and alternate recommendation(s) offered by Mr. Detweiler to the City Manager for report to Council

UNFINISHED BUSINESS: NONE.

INTRODUCTION AND CONSIDERATION OF ORDINANCES AND RESOLUTIONS: NONE.

MOTIONS AND MISCELLANEOUS BUSINESS:

INQUIRIES AND/OR COMMENTS BY THE MAYOR AND MEMBERS OF COUNCIL:

ACTS OF ACKNOWLEDGEMENT-CHURCHES: Council Member Bestpitch called attention to the 50<sup>th</sup> Anniversary Service of the Unitarian Universalist Church on Saturday, May 1, 2004, and advised that William M. Hackworth, City Attorney, who is a member of the Church has written a 50 year history of the Unitarian Church which is available for purchase.

ACTS OF ACKNOWLEDGEMENT-HOTEL ROANOKE CONFERENCE CENTER: The Mayor commended The Hotel Roanoke and Conference Center upon receipt of the Double Tree Pride Award.

HEARING OF CITIZENS UPON PUBLIC MATTERS: The Mayor advised that Council sets this time as a priority for citizens to be heard and matters requiring referral to the City Manager will be referred immediately for response, recommendation or report to Council.

ARMORY/STADIUM: Mr. Jim Fields, 17 Ridgecrest Road, Hardy, Virginia, expressed appreciation to Council Member Wyatt for her motion to hold in abeyance the construction of a new stadium/amphitheater at the Orange Avenue/Williamson Road site until the new Council is seated on July 1, 2004. He stated that the City of Roanoke has a stadium (Victory Stadium) that is worth preserving in memory of World War II veterans, and Victory Stadium can be renovated like other historic buildings in the City of Roanoke such as The Hotel Roanoke and the railroad station which now houses the O. Winston Link Museum. He added that if Victory Stadium is renovated and properly promoted, it can be a money making venture for the City of Roanoke.

COMPLAINTS-TAXES-CITY EMPLOYEES: Mr. Robert Gravely, 729 Loudon Avenue, N. W., advised that City properties are not being utilized to their fullest potential and referred to the Public Works Service Center on Courtland Road, N. E., which should be used as a base operation for all City employees involved in public works and parks and recreation activities. He also called attention to a building on Shenandoah Avenue that could be used for vocational education purposes. He stated that City properties are not being properly maintained; in order to do a job correctly and efficiently, there must be an effective work force, working under a satisfactory pay scale; and laws should be passed by Council for the good of the people and only after input from citizens. He expressed concern with regard to the low wages paid to City employees and stated that it is difficult for any person to live off of \$8.00 an hour in today's economy.

#### CITY MANAGER COMMENTS:

CITY MARKET-ACTS OF ACKNOWLEDGEMENT: The City Manager called attention to the Chili Cook-Off and the Strawberry Festival which were held on the City Market on Saturday, May 1, 2004, both of which were well attended by citizens of the Roanoke Valley.

At 4:00 p.m., the Mayor declared the Council meeting in recess for continuation of a Closed Session.

At 5:20 p.m., the Council meeting reconvened in the Council Chamber, with all Members of the Council in attendance, except Council Member Dowe, Mayor Smith presiding.

COUNCIL: With respect to the Closed Meeting just concluded, Mr. Fitzpatrick moved that each Member of City Council certify to the best of his or her knowledge that: (1) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act; and (2) only such public business matters as were identified in any motion by which any Closed Meeting was convened were heard, discussed or considered by City Council. The motion was seconded by Mr. Cutler and adopted by the following vote:

AYES: Council Members Bestpitch, Cutler, Fitzpatrick, Harris, Wyatt, and Mayor Smith-----6.

NAYS: None-----0.

(Council Member Dowe was absent.)

OATHS OF OFFICE-HOUSING/AUTHORITY: The Mayor advised that there is a vacancy on the Roanoke Redevelopment and Housing Authority created by the resignation of Joseph F. Lynn, and called for nominations to fill the vacancy.

Mr. Fitzpatrick placed in nomination the name of Gregory M. Cupka.

There being no further nominations, Mr. Cupka was appointed as a Commissioner of the Roanoke Redevelopment and Housing Authority, to fill the unexpired term of Joseph F. Lynn, resigned, ending August 31, 2007, by the following vote:

FOR MR. CUPKA: Council Members Bestpitch, Cutler, Fitzpatrick, Harris, Wyatt, and Mayor Smith-----6.

NAYS: None-----0.

(Council Member Dowe was absent.)

CONVENTION AND VISITORS BUREAU: The Mayor advised that there is a vacancy on the Roanoke Valley Convention and Visitors Bureau, and called for nominations to fill the vacancy.

Mr. Fitzpatrick placed in nomination the name of Morris Turner.

There being no further nominations, Mr. Turner was appointed as a City representative to the Roanoke Valley Convention and Visitors Bureau, for a term ending June 30, 2004, by the following vote:

FOR MR. TURNER: Council Members Bestpitch, Cutler, Fitzpatrick, Harris, Wyatt and Mayor Smith-----6.

(Council Member Dowe was absent.)

At 5:25 p.m., the Mayor declared the meeting in recess until Friday, May 7, 2004, at 8:30 a.m., in Room 159, Noel C. Taylor Municipal Building, 215 Church Avenue, S. W., City of Roanoke, at which time Council will engage in fiscal year 2004-2005 budget study; Council will meet with the Roanoke City School Board in a joint Budget Study Session on Monday, May 10, 2004, at 8:30 a.m., in Room 159; a Budget Study Session is scheduled for Tuesday, May 11, 2004, at 8:30 a.m., in Room 159, if necessary; and the fiscal year 2004-2005 budget will be adopted at a Special Meeting of Council on Thursday, May 13, 2004, at 2:00 p.m., in the City Council Chamber.

The meeting of Roanoke City Council reconvened on Friday, May 7, 2004, at 8:30 a.m., in Room 159, Noel C. Taylor Municipal Building, 215 Church Avenue, S. W., City of Roanoke, with Mayor Smith presiding.

PRESENT: Council Members William D. Bestpitch, M. Rupert Cutler, Alfred T. Dowe, Jr. (arrived at 9:00 a.m.), Beverly T. Fitzpatrick, Jr., C. Nelson Harris, Linda F. Wyatt and Mayor Ralph K. Smith-----7.

ABSENT: None-----0.

OFFICERS PRESENT: Darlene L. Burcham, City Manager; William M. Hackworth, City Attorney; Jesse A. Hall, Director of Finance; and Mary F. Parker, City Clerk.

OTHERS PRESENT: Council Member-Elect Sherman P. Lea; Ann H. Shawver, Deputy Director of Finance; George C. Snead, Jr., Assistant City Manager for Operations; M. Don Caldwell, Commonwealth's Attorney; Brenda L. Hamilton, Clerk of Circuit Court; and Sherman M. Stovall, Acting Director, Office of Management and Budget.

BUDGET: The City Manager advised that the purpose of the meeting was to convene in the Council's 2004-2005 Fiscal Year Budget Study.

The City Manager advised that she was requested by a Member of Council to provide information regarding the staffing level of Constitutional Officers, and staff seeks direction from the Council; whereupon, she called upon Sherman M. Stovall, Acting Director, Office of Management and Budget, to review charts showing the number of authorized Compensation Board positions and the change in funding for the Sheriff/Jail, Treasurer, Commissioner of the Revenue, Commonwealth's Attorney and Clerk of the Circuit Court:

**Constitutional Officer  
State Compensation Board Positions - City of Roanoke Positions**

Constitutional Office	Compensation Board Positions	City of Roanoke Positions	Comments
Sheriff/Jail	205	209	Four positions added during FY 2003-04. Cost offset by Inmate Fee.
Treasurer	14 (1 position not funded)	15 (1 position not funded)	
Commissioner of the Revenue	12	16	
Commonwealth's Attorney	20 (3 positions not funded)	17 (2 positions not funded)	Includes Cost Collection position funded from collection efforts.
Clerk of Circuit Court	27	23 (1 position not funded)	State Compensation Board does not provide funding. Roanoke keeps all of the fees collected.

**Change in Funding**

Constitutional Officer	FY 2005 Budget Increase	FY 2005 State Funding	Change In Local Share Funding
Sheriff/Jail	\$1,092,765	(\$798,166)	\$811,217
Treasurer	\$20,935	(\$7,166)	\$ 28,101
Commissioner of the Revenue	\$29,191	(\$7,276)	\$ 36,467
Commonwealth's Attorney	\$ 65,101	(\$12,618)	\$77,919

Mr. Stovall advised that:

- Estimates established in the recommended budget for Constitutional Officers are based on the adjusted fiscal year 2004 estimate which was revised after the City adopted the fiscal year 2003 budget, inasmuch as the State, to date, has not adopted a budget.

- The table shows the change in local Sheriff funding based on the fiscal year 2005 budget increase, the anticipated change in State funding, and an increase in local Sheriff funding of \$811,217.00 for fiscal year 2005, which is driven by the addition of four positions that are offset by the inmate Collection fee; and the cost of VRS retirement increase, in the amount of approximately \$400,000.00 – \$500,000.00, which contribution rate increased from 11 per cent to 16.46 per cent.
- The reduction in State funding is the result of an adjustment in the revenue estimate since the Compensation Board provided the City with an erroneous revenue estimate for fiscal year 2003, therefore, the estimate in the current year is approximately \$700,000.00 higher, and, in essence, the State did not make an adjustment for the hold back of the revenue that the City receives for housing Federal prisoners.
- Local share funding in the Office of City Treasurer will increase approximately \$28,000.00 due primarily to the cost of the pay raise and other budget adjustments that are recommended for fiscal year 2005.
- Local share funding for the Commissioner of the Revenue, will increase \$36,000.00; local share funding for the Commonwealth's Attorney is projected to increase approximately \$78,000.00 some of which represents the cost of pay raise adjustments and salary adjustments for certain positions during the current fiscal year.
- Local share funding for the Clerk of Circuit Court will increase by approximately \$73,000.00 due to the pay raise and certain other supplemental funding that is recommended for fiscal year 2005.

M. Don Caldwell, Commonwealth's Attorney, advised that:

- Budget reductions for the Commonwealth Attorney's Office were perceived as mandatory reductions, and he was of the impression that he was required to reduce the budget of the Commonwealth's Attorney in view of the fact that the State was reducing its budget. In an office such as the Commonwealth's Attorney which is practically all salaried and is a service-oriented office, it means cutting positions.

- As related to Compensation Board positions, it behooves Council to look to the individual Constitutional Officer to provide the necessary input.
- The Commonwealth Attorney's Office is adequately staffed, secretarial-wise, due to automation since attorneys are computer literate and prepare their own briefs, etc.
- Associated with the budget reduction, the Commonwealth's Attorney lost one attorney position, which means one less attorney to try court cases.
- The City incorporated staff of the Commonwealth Attorney's Office into the City's Pay Plan, which, in most instances, is a better plan than the State's plan; and consequently, the City is incurring more costs, however, in an office like the Commonwealth's Attorney, salaries will be higher and present a larger percentage per person than certain other offices.
- He has worked diligently to hire experienced attorneys and to offer competitive salaries for attorneys because there is a definite advantage to sending an attorney into court with 10 - 15 years of experience versus an attorney with one to two years of experience.
- It has been his goal that the Commonwealth Attorney's Office will not be used as a training ground for attorneys to go into private practice; therefore, the City's support over the years has led to longevity, with one Commonwealth's Attorney who has 23 years of experience and others who are nearing 19 and 16 years, therefore, professional services are provided by the Commonwealth Attorney's Office.

Mr. Caldwell stressed the need to fill an attorney's position that has been vacant for two years due to State budget cuts.

The City Manager clarified that the position referred to by the Commonwealth's Attorney became unfunded two years ago when Council voted to pass through to every organization and agency any State budget reductions, at which time the Commonwealth's Attorney chose to keep the position vacant.

Brenda J. Hamilton, Clerk of Circuit Court, advised that:

- The Clerk of Circuit Court's operational budget in fiscal year 1999-2000 was \$140,000.00 and has steadily decreased.
- The Clerk is responsible for supplying personnel for the courts of the Twenty Third Judicial Circuit.
- Due to the work load of the Clerk's Office, she is requesting funds for a position that has not been filed for over a year.
- Judges of the Twenty-Third Judicial Circuit have expressed a need for four court reporters, as opposed to the current staffing level of two which requires moving Deputy Clerks from other assignments for court duty.
- Revenue producing measures have been discussed with the City Manager; i.e.: charging \$.50 per copy which could generate as much as \$8,700.00 in a two month period if properly collected through a card system for tracking purposes.

The City Manager clarified that \$25,000.00 was made available to the Clerk of Circuit Court for the purchase of automatic indicators for copy billing purposes, with the understanding that as soon as the system demonstrates that the Clerk is collecting in the \$8,000.00 range, the vacant position in the Clerk's Office could be filled; however, it now appears that the Clerk is expressing a need to fill the position in advance of receiving the automatic indicators for billing purposes.

It was further clarified that approximately \$30,000.00, which includes fringe benefits, will be needed for the position.

The Mayor requested a comparison of Police Department staffing levels versus Sheriff/Jail staffing levels of comparable size Virginia cities.

Following discussion, it was the consensus of Council to include funds in the fiscal year 2004-2005 budget to fill the attorney position in the Commonwealth Attorney's Office and the Deputy Clerk position in the Office of Clerk of Circuit Court.

The Director of Finance reviewed the following changes in local revenues and local revenue estimates:

## Local Revenues

	<b>FY 2004-05 \$ Change</b>	<b>FY 2004-05 % Change</b>
<b>Total Local Revenues</b>	<b>\$5,369,534</b>	<b>3.27%</b>
<b>Real Estate Tax</b>	<b>\$3,543,531</b>	<b>6.4%</b>
<b>Personal Property Tax</b>	<b>(\$120,867)</b>	<b>(.52%)</b>
<b>Prepared Food and Beverage Tax</b>	<b>\$225,905</b>	<b>3.0%</b>
<b>Business License Tax</b>	<b>\$268,290</b>	<b>2.4%</b>
<b>Sales Tax</b>	<b>\$1,042,000</b>	<b>5.8%</b>
<b>Transient Room</b>	<b>\$110,000</b>	<b>5.1%</b>
<b>Bank Stock</b>	<b>(\$17,000)</b>	<b>(1.67%)</b>
<b>All Other Local Revenues (Public Service Tax, Franchise Fees, Fines, Charges for Services, etc.)</b>	<b>\$317,675</b>	<b>.78%</b>

### Changes in Local Revenue Estimates

- **Personal property tax**
  - Estimate reduced by \$521,000 in light of reduction in current year levy
- **Public service corporation tax**
  - Estimate increased \$321,000 as a result of higher assessments in FY04
- **Bank stock tax**
  - Estimate increased by \$200,000 based upon increase in FY04 levy
- **Charges for services - sanitation**
  - Revenue estimate for loose leaf collection removed, a reduction of \$166,000.

Mr. Hall advised that:

- The total recommended budget is now approximately \$212 million, or \$166,000.00 less than that which was originally recommended.

- The revenue increase is about \$6.9 million, or down by \$166,000.00 than that which was originally recommended.
- The local revenue share is approximately \$5.4 million.
- Intergovernmental or State funding is about \$1.6 million of the total.
- Personal Property Tax shows a reduction compared to the current year budget of approximately \$121,000.00.
- When the estimate was previously presented, staff anticipated approximately a two per cent growth for the coming year over the current year; after reviewing the initial assessment prepared by the Commissioner of Revenue, the current year is down compared to prior years; information from the National Automobile Dealers Association was reviewed and, in general, there has been a sharper decline in the value of used cars over the past one to two years than had previously occurred; the sale of used cars is down slightly which can be attributed to various financing arrangements on new cars and factory rebates that have reduced the price of new cars.
- More less expensive new cars now being purchased, therefore, it was considered prudent to reduce the estimate for personal property tax for the upcoming year.

The City Manager expressed concern with regard to the decline in the City's population, vehicles with no decals or expired decals, action by the General Assembly to place a cap on personal property which will have significant implications for the City of Roanoke in the future if complete records are not available and if the City does not adequately assess personal property.

There was discussion in regard to discretionary funding; whereupon, the City Manager advised that any discretionary increases will likely occur on the school side of the budget.

Question was raised that if the General Assembly adopts a State budget in the near future, would such action give the City a basis for making the City's budget more realistic; whereupon, the City Manager advised that there will likely be no major adjustments to the City's budget.

Question was raised that if additional money is appropriated by the State to the school system, can local money be retrieved from the School budget for use on the City's side of the budget; whereupon, the City Manager advised that for a number of years an additional allocation above and beyond the formula that currently exists, or a little over \$205,000.00, has been specifically directed toward the pre-school program; at the time that correspondence was forwarded to the Schools indicating the local revenue that would be available to the schools, it was stated that should the State fully fund the pre-school program, the City would expect the \$205,000.00 to remain on the City's side of the budget. In reference to any additional money, the City Manager stated that it would be necessary for the Council and the School Board to revisit the funding formula for sharing local revenue growth.

Question was raised as to whether there is a precedent for an outside review of a Constitutional Office; whereupon, the City Manager advised that the most efficient way to address the matter would be through the review process by the Municipal Auditor; however, the key is how to use the results of the audit. She added that the Council and the City administration would need to be prepared for certain recommendations that could require additional resources, and possible creation of revenue generating positions that could require a mid year or sooner adjustment to the budget, with the understanding that the positions would be authorized with the intent of generating revenue in much the same way that Council agreed to provide the Treasurer with a locally funded position to advance the payment of delinquent taxes.

The Mayor spoke with regard to the decline in the City's population and expressed concern when there are not offsetting activities on the commercial/industrial side.

The City Manager advised that another concern relates to housing issues because the City of Roanoke cannot continue to be the low income capitol of southwest Virginia. She called attention to the demolition of derelict structures in the City, and advised that for fiscal year 2003, Council set a goal of 40, however, approximately 55 structures were demolished.

There was discussion with regard to the City's proactive efforts to attract technology-related businesses and the status of the City's efforts in regard to attracting new businesses and retaining current businesses; whereupon, the City Manager called attention to an increased interest in Warehouse Row, and, if Warehouse Row is not a suitable location, Economic Development staff currently work with companies to identify other locations, but the fact that the City of Roanoke is investing in Warehouse Row is bringing attention and interest to that part of the City. She advised that the City has made a small investment in two technology recognition programs in an effort to emphasize to the broader region that the City of Roanoke is open for business for technology activities; there is a need to work on the housing piece to be restrictive in some ways and liberal in others; plans are underway as soon as possible to bring to the Council the proposal for development of the property on Colonial Avenue so that people will see the need for other kinds of housing in the community. She called attention to the need to work on the perception of Roanoke's School system which is the biggest deterrent to Roanoke's becoming a successful community; and she has been visited by prominent leaders in the business community who have expressed concern and voiced a desire to be involved; it is her professional observation that it is necessary to immediately establish and follow through on higher expectations for conduct within Roanoke's schools, to set a community standard during the summer months so that when school starts in September, it will be a "new day;" and it will be necessary for the business community to support City Council and the School Board. She stated that there is also a concern in the business community as to whether or not construction/renovation of the high schools should proceed until issues with the school system have been resolved; the Chamber of Commerce is anxious to be a part of the process and the Council and the City administration can do certain things to change the situation, but change cannot be accomplished without the assistance of others in the community.

There was discussion in regard to a proposal presented to the City Manager by a group of citizens/business leaders who are in favor of having three high schools in the City of Roanoke and delaying renovations to Patrick Henry High School until a decision is made; whereupon, Vice-Mayor Harris advised that the real question is: can the City of Roanoke have two safe high schools and if the answer is yes, there is no need for three high schools; small schools, philosophically, are better and more manageable, but the City has been planning for the renovation/rebuilding of the two high schools; and the City is struggling financially to prepare for William Fleming High School renovations, therefore, how can the City financially plan for a third high school. He stated that he would not want the City to expend millions of dollars as an emotional reaction to the current crisis, the proposal to have three high schools was reviewed during calmer times and it was determined not to proceed in that direction. He added that at this point, to place Patrick Henry High School renovations on hold is the wrong message to send to the community and to the School Board.

Mr. Bestpitch advised that another option would be to begin planning to invest and grow the Blue Ridge Technical Academy to the point where it becomes the third high school over a period of time, which would attract students because of the curricula and opportunities that could be available, and also help to keep overall enrollment size down at the other two high schools.

Ms. Wyatt advised that some of the problems associated with behavior and discipline in the schools could be addressed through a kind of partnering between Social Service employees and School teachers. She stated that Social Service workers have the means to interact with parents when issues need to be addressed and through some type of creative thinking there could be a linkage between Social Service staff, teachers and parents.

The City Manager advised that there also needs to be dialogue with the judicial system to encourage enforcement the use of laws that are currently on the books because police officers become frustrated when they go through the judicial system and see the same people back on the streets.

(Vice-Mayor Harris left the meeting at 10:20 a.m.)

A joint report from the City Manager and the Director of Finance with regard to a cost-of-living raise for City retirees for fiscal year 2005, was before Council.

It was advised that:

- Retirees of the City of Roanoke Pension Plan (Plan) are awarded cost-of-living adjustments on an ad hoc basis by Council.
- The Plan does not include a provision for an automatic COLA due to the significant actuarial cost and related increase in the contribution rate.
- COLA's are not pre-funded in the Plan, but rather the increased cost is recognized when the increase has been awarded.
- Factors that are considered as part of the recommendation for an annual adjustment are the change in the Consumer Price Index, increased cost to the Plan, amount of raises provided by similar Plans within the State, and the amount of increase provided by Social Security.

- Eligible members of the City of Roanoke Pension Plan received a 1.4 per cent COLA on July 1, 2003, compared to a 2.25 per cent raise given to active employees.
- The 1.4 per cent COLA provided to retirees was the same percentage as the COLA given by Social Security, which is tied to the Consumer Price Index.
- City of Roanoke retirees have received the same per cent COLA as given by Social Security for the past several years.
- The recommended budget for fiscal year 2005 includes a three per cent raise for active employees.
- Social Security provided a 2.1 per cent increase for calendar year 2004 and the same is being recommended for City retirees.
- An attachment to the report lists the percentage increases either granted or to be recommended by nine other Plans within the State, including the Virginia Retirement System.
- The recommended increase applies to those retirees who retired on or before July 1, 2003; approximately 1,457 of 1,530 retirees, or 95 per cent of those receiving benefits as of March 31, 2004, will be eligible for the increase; the increase will apply to a member's or surviving spouse's annual retirement allowance, excluding any incentive payments made under the Voluntary Retirement Incentive Program established by Ordinance No. 30473-41591, adopted on April 15, 1991, or to the retirement supplement paid according to Section 22.2-61, Code of the City Code.
- The contribution rate for fiscal year 2005 will increase from 7.59 per cent to 9.56 per cent of payroll; the additional cost to the General Fund is approximately \$1,040,000.00; all City operating funds, along with the Roanoke Regional Airport Commission, School Board, Roanoke Valley Resource Authority, Roanoke Valley Detention Commission, Western Virginia Water Authority, and the Commonwealth of Virginia will assume their pro rata cost for funding the COLA.

- The proposed 2.1 per cent increase to eligible members of the Plan, effective July 1, 2004, will increase the average annual retirement allowance by approximately \$238.00, costing the Plan an additional \$346,955.00 annually; the actuarial cost of a 2.1 per cent COLA is estimated at \$3.3 million to be funded over the next 20 years through the annual payroll contribution rate, which results in an increase of approximately \$220,000.00 in annual contributions to the Plan.
- Consideration was given to a request by the President of the Roanoke City Retirees Association, to provide a supplement toward health insurance for employees 65 years of age and older; the current supplement provides a monthly benefit to those employees with 20 or more years of service to age 65 (Medicare eligibility date) in an amount equal to 75 per cent of the amount the City of Roanoke contributes monthly towards the cost of a single active employee's health insurance; the supplement for the calendar year 2004 is \$206.25; modifying the supplement to a lifetime benefit for current and future retirees would increase the fiscal year 2005 contribution rate from 9.56 per cent to 12.68 per cent, requiring an additional contribution of \$2,125.00.

The City Manager and the Director of Finance recommended a 2.1 per cent COLA for eligible retirees, and advised that while consideration was given to extending the supplement after Medicare eligibility age 65, due to the significant cost, no change is recommended to the supplement at this time due.

The City Manager advised that after researching the matter, it was discovered that it is a rare occasion when an employer provides health insurance to retirees past the age of 65, since the Medicare supplement is provided at that point.

Ms. Wyatt inquired about the possibility of allowing retirees to purchase a prescription card through the City's health insurance carrier; whereupon, the City Manager advised that the question could be raised with Anthem Blue Cross Blue Shield when the City's policy is reviewed for renewal.

The Director of Finance advised that City retirees are fortunate in that the City pays a higher percentage of salaries to its retirees than almost any Plan in the Commonwealth of Virginia; the City's Plan pays approximately a 25 per cent greater benefit than the Virginia Retirement System; several years ago, when Council increased what is called the "multiplier" and enacted the "rule of 70/80" for employees, in essence, City employees may retire at an earlier age without any reduction in earned benefits; however, insurance then becomes an issue.

Council Member Dowe left the meeting.

Mr. Bestpitch suggested that a response be formatted by staff to City retirees reiterating past actions taken by the City for their benefit that participants of other pension plans do not receive and pointing out the current economic climate does not give the City the same latitude in addressing their requests. With regard to the cost of prescription drugs, he suggested that Council consider the adoption a resolution to be forwarded to the City's Congressional delegation and to the President of the United States calling attention to the problem on behalf of all retirees over the age of 65. He stated that the situation cannot be resolved at the local level, but action is needed at the national level to address what Medicare offers to the elderly today versus what the historic expectation has been.

The City Manager referred to a communication providing additional information as a result of comments made by citizens during the fiscal year 2004-2005 budget public hearing on Thursday, April 29, 2004.

- Fair Housing Board:

The Fair Housing Board has revised its request for funding to out source the tracking of Fair Housing complaints; in a letter dated April 30, 2004, Nancy Canova, Chair, Fair Housing Board, indicates that not more than one-half hour of additional staff time per month is required to facilitate the collection of information on fair housing complaints; the importance of collecting and tracking information on complaints is understood, and the City can accommodate the request.

- West End Center:

Members of Council received copy of a letter (e-mail) from Kay Hale, dated April 29, 2004; it appears that there is a willingness to accept the revised recommendation of \$9,000.00; however, the issue of whether the funding request is for the continuation of an existing program or a new program remains an issue; staff has evaluated the issue several times over the past few weeks; and staff continues to be of the opinion that the application for funding represents the continuation of a currently funded program, subject to the three year, decreasing funding provision.

Over the past week, questions and concerns with respect to implementation of the HUD funds policy have been raised; there is some concern that larger organizations, which currently receive funding for multiple programs, will recreate and repackage programs to continue to receive funding; the HUD Funds Policy is program specific, rather than agency specific; an agency can have more than one program receiving HUD funds; and each program may, or may not, be subject to the three-year policy and at different states of exhausting their eligibility for funding.

With respect to whether an agency can discontinue one program and start another, if the new program is essentially the same as the old program, it cannot avoid the three-year limit; any funding application submitted has to be rated high enough in terms of need, cost, prior performance of the agency, and other criteria among the competing applications to be recommended for a portion of the funds available in its category.

As a point of reference, the West End Center has received approximately \$451,000.00 in CDBG funding over the past ten years; over the past five years, the West End Center has received \$180,000.00 from the Human Services Committee for its programs and a recommendation to provide \$40,000.00 in Human Services Committee funding for fiscal year 2004-2005 is pending.

Mr. Bestpitch advised that approximately four years, the City Manager identified the fact that the City had a number of staff positions that were being funded primarily from CDBG monies and those employees were not being treated fairly when compared to other City employees, therefore, the decision was made to place those positions in the General Fund, with employees to receive the same benefits as other City employees. He stated that approximately three years ago, Council made a decision in regard to the way CDBG money is used overall, by concentrating on identifying those areas where there are unmet needs. He advised that if the City is no longer planning to use a major portion of CDBG funds for ongoing annual operating support for these programs, it is then necessary to look at how the City can provide the kind of unrestricted support that many of the agencies can leverage with foundations, other organizations and the community as a whole, in order to continue to provide services. He pointed out that funding has not been decreased for cultural service organizations and it does not make any difference as to whether their funds started out as CDBG dollars or General Fund dollars, etc. He advised that the point was made by West End Center representatives, which could be applicable to other agencies, that if they help only a small number of children and families, their assistance keeps those children /families from accessing Comprehensive Services Act dollars, but conversely if the West End Center has to cut back on the number of youth it can serve, or look at closing its doors, not a large number of youth will have to get trouble and be referred to Family Assessment and Planning teams before depleting Comprehensive Services Act money. He called attention to the \$185,000.00 invested by the City for a building that was purchased by the West End Center; however, no activity has taken place to date, and suggested that there be dialogue between the City and representatives of the West End Center regarding what the City can do to help the West End Center and what the City needs from the West End Center in return for its \$185,000.00 investment.

Mr. Fitzpatrick spoke to the feasibility of human service organizations pooling resources and/or establishing an overall issue-oriented strategic plan.

The City Manager expressed concern with regard to the level of Comprehensive Services Act expenditures that the City of Roanoke provides; when reviewing Virginia First Cities Coalition data, Roanoke ranks fifth population wise and approximately fifth in expenditures in all other categories, however, the City of Roanoke ranks third in Comprehensive Services Act expenditures; i.e.: the City of Roanoke has higher expenditures and greater numbers of children than much larger cities in the First Cities group. She advised that City staff is conducting an intensive review of Comprehensive Services Act expenditures; it has been discovered that approximately 75 per cent of all City CSA expenditures are spent on 25 per cent of the children and staff has begun a process that will help to zero in on the issues, the types of children, which specific children are causing certain expenditures, and what kinds of resources are needed both in a treatment mode and in a prevention mode in the future. She further advised that

the Roanoke Redevelopment and Housing Authority has convened a group of major human service agencies who will meet on a regular basis to share information and the City's Director of Human Services has been invited to assume a leadership role.

The City Manager stated that approximately three years ago, when Council acted on the policy in regard to CDBG funds, City staff was asked to think about the time when some of the agencies would have to be "weaned off" of CDBG funds; and the budget of the Human Services Committee has grown over the last four years by almost \$100,000.00 in an effort to make more funds available.

With regard to the building purchased by the West End Center, the City Manager advised that the matter was not initiated by City staff; as arts and cultural organizations and some human service agencies have seen their funding sources decrease, they have made budgetary adjustments, but the real issue is how much should local government act as a kind of safety net. She stated that City staff will make substantial recommendations to Council over the next year relative to human services; and if the City can begin to develop certain programs with the input of its youth, the City will be more into the prevention mode than it has been in the past.

In terms of transitioning from reliance on CDBG funds for ongoing operating support to human services organizations, as opposed to "weaning" the organizations from the funding pool, Mr. Bestpitch advised that the City has not told the Art Museum, or other cultural organizations, that they will be "weaned off" of City support; therefore, he requested a clarification of the overall picture; i.e.: "if you take the CDBG money and the human service money together for the last five years for operating support for those programs, where do we stand relative to where we have been over the last few years." He requested a response from the City Manager at the budget study session to be held on Monday, May 9, 2004. He offered his assistance to City staff in regard to their study of the Comprehensive Services Act inasmuch as he has served on various FAP teams in the past.

Following further discussion and in clarification, the City Manager advised that unless otherwise directed by the Council, \$9,000.00 will be included in the 2004-2005 fiscal year budget for the West End Center for Youth.

- Pay for Performance:

In response to the comments made on pay for performance, the pay increase will be 3.0 per cent of base pay for employees who receive a rating of 80 to 90; the amount budgeted for the pay raise is generally based on the average score from the previous year – 86; pay increases will be based on broad bands instead of .10 per cent increments for each one point change in the rating as was done last year; for performance evaluations completed during fiscal year 2003, five per cent of employees received a rating below 80 and 12 per cent of employees received a rating above 90; providing a 3.5 per cent pay raise across the board, as suggested by a speaker at the public hearing would cost an additional \$380,000.00.

The scoring system has been revised from a three-level system to a five-level system as a result of concerns raised by employees and supervisors that the three-level system did not provide sufficient flexibility to evaluate employees; and this revision has been favorably received by the Pay for Performance Task Force.

The City Manager advised that as a result of employee input, the Pay for Performance Program has gone from a three level to a five level rating system. She stated that the problem appears to be concentrated in a specific area of the City's workforce as opposed to being wide spread; pay for performance represents a significant change because both supervisors and employees are being asked to be accountable; and as City Manager, she has stated that she is expecting far more from supervisory staff this year in terms of how they perform, and guidelines provide that the City Manager's Office does not review appraisals unless the City Manager is a part of the specific review.

The City Manager made reference to the Mennell property to be acquired in connection with the Riverside Center for Research and Technology, and advised that a Letter of Credit will be issued for the 18 months between the down payment on the purchase and the final installment. She advised that the City plans to issue bonds in approximately 18 months to actually bring forward the balance, or \$5.4 million, needed to purchase the Mennell property; Carilion will bring \$2.5 million to the table by purchasing all property in Phase I; the Letter of Credit will cost the City approximately \$16,000.00 per year; Mr. Mennell originally asked for an unconditional sales contract and agreement, but is now insisting on additional security in the form of a Letter of Credit which guarantees that if for some reason Council chose not to issue the bonds for \$5.4 million, Mr. Mennell would get his money through the Letter of Credit.

A suggestion was offered that the \$16,000.00 be deducted from Mr. Mennell's proceeds from sale of the property.

The City Manager advised that it is her personal preference to do nothing with demolition of the buildings on the site until a land use plan is approved by Council; Mr. Mennell has stated that it will take approximately three years to vacate the property; and Council should have the opportunity to decide on whether any or all of the buildings will be demolished.

Mr. Bestpitch encouraged support of activities in Elmwood Park, such as the Easter Seals Concert series. He suggested that organizations such as Mill Mountain Theater, The Roanoke Symphony Orchestra and Opera Roanoke be encouraged to hold at least one outdoors fund raising event in Elmwood Park.

There being no further business, at 12:05 p.m., the Mayor declared the meeting in recess until Monday, May 9, 2004, at 8:30 a.m., for a joint meeting of Council and the Roanoke City School Board.

The Council meeting reconvened in Fiscal Year 2004-2005 Budget Study on Monday, May 9, 2004, at 8:30 a.m., in Room 159, Noel C. Taylor Municipal Building, 215 Church Avenue, S. W., City of Roanoke, with Mayor Ralph K. Smith and Chairperson Gloria P. Manns presiding.

COUNCIL MEMBERS PRESENT: William D. Bestpitch, M. Rupert Cutler, Alfred T. Dowe, Jr. (arrived late), Beverly T. Fitzpatrick, Jr., C. Nelson Harris, Linda F. Wyatt and Mayor Ralph K. Smith-----7.

ABSENT: None-----0.

SCHOOL TRUSTEES PRESENT: Kathy G. Stockburger, David B. Trinkle, Ruth C. Willson, William H. Lindsey, Alvin L. Nash, Gloria P. Manns, Chair-----6.

ABSENT: Robert J. Sparrow-----0.

OFFICERS PRESENT: Representing the City of Roanoke: Darlene L. Burcham, City Manager; William M. Hackworth, City Attorney; Jesse A. Hall, Director of Finance; and Mary F. Parker, City Clerk.

Representing the Roanoke City School Board: Dr. E. Wayne Harris, Superintendent; and Cindy L. Lee, Clerk to the School Board.

OTHERS PRESENT: Timothy R. Spencer, Assistant City Attorney; Richard R. Kelley, Assistant Superintendent; George C. Snead, Jr., Assistant City Manager for Operations; Rolanda B. Russell, Assistant City Manager for Community Development; and Drew A. Harmon, Municipal Auditor.

Dr. Harris reviewed the following with regard to the 2004-2005 School Budget:

- Budget Priorities:

Maintain level of educational services to include the high school seven period day.

Increase debt service for the Roanoke Academy of Mathematics and Science and high school projects.

Raise the competitiveness of employee salaries and preserve fringe benefits.

Increase staffing for nursing, guidance, technology, security and instructional support.

- Revenue Summary:

State Revenue	=	\$4.62 million (8.6 per cent)
Other Revenue	=	\$425,000.00 (10.1 per cent)
City Revenue*	=	\$2.06 million (4.2 per cent)

Total Revenue Increase = \$7.1 million (6.5 per cent)

\*Based on April update

- Maintenance of Services Budget Changes:

State increase in VRS rate = \$2.1 million  
Seven period day + \$950,000.00

Debt service costs for Roanoke Academy of Mathematics and Science and high schools = \$665,000.00

Discipline initiatives = \$315,000.00

Net inflation, personnel lapse, contingencies = \$230,000.00  
(decrease)

Total increase = \$3.8 million

- Employee Salaries:

Teacher average salary raise of 3.0 per cent = \$1.54 million  
Administrator average raise of 3.0 per cent = \$177,000.00  
Classified average salary raise of 3.25 per cent = \$420,000.00

Total Salary Raises = \$2.14 million

- Decision Package Recommendations:

Middle School Nurses – \$84,000.00  
Middle School Guidance – \$54,000.00  
Technology staff – \$54,000.00  
High School Security staff – \$38,000.00  
Coaches Scale increase – \$58,000.00  
Instructional Support staff – \$125,000.00

Total Cost = \$412,000.00

- Unfunded Priorities:

Instruction Support staffing 3.0 full time employees = \$160,000.00  
Middle School Nurses = \$84,000.00  
Middle School Guidance one full time employee = \$54,000.00  
Technology staff one full time employee = \$57,000.00  
Full-Time Athletic Trainers = \$62,000.00  
Employee salary raise of 2.0 per cent = \$1.42 million  
Patrick Henry Debt Reserve – TBD

Total Cost = \$1.84 million

- Budget Summary:

Maintenance of Services = \$3.8 million  
Employee Salary Raises (3.0/3.25 per cent) = \$2.14 million  
Secretarial Reclassifications = \$288,000.00  
Decision Package Recommendations = \$412,000.00  
Total Cost = \$6.63 million

- Budget Update:

Additional City Revenue - \$620,000.00

State revenue change - unknown

School Board will allocate additional City and State revenue to unfunded priorities

Dr. Harris advised that the School Board will be briefed at its meeting on Tuesday, May 10, 2004, with regard to any additional State revenue to be received by the Schools.

Question was raised by a Member of Council as to whether opportunities to coordinate City and School programs have been reviewed; i.e.: an upgrade in the salaries for secretarial staff to ensure that School support staff and City support staff are comparatively compensated.

Dr. Harris responded that no study has been conducted since 1995-96; however, it is known that responsibilities for clerical staff in the School system have increased, while employees have received minimal salary increases.

The City Manager advised that a study could be made of those City and School positions that have a level of comparability for bench marking purposes.

Ms. Stockburger advised that the School Safety Task Force will present its report on May 21 and referred to the \$315,000.00 recommended for discipline initiatives in the School Board's 2005 budget. She further advised that certain recommendations from the Task Force may warrant increasing the amount of funds to be budgeted; i.e.: de-escalation training for teachers.

Dr. Harris was requested to speak to the benefits of a seven period day; whereupon, he advised that the seventh period will give students an option to take more courses and a wider variety of courses; and a zero period, in addition to the seventh period, is under consideration, although the zero period will probably not be offered during the first year of implementation of the seventh period day.

In addition to a comparative salary study of City/School secretarial staff, the Mayor suggested that the study include ways in which the City and the Schools can share resources; i.e.: parks and recreation, purchasing, etc, to achieve greater efficiencies.

Upon question by the Mayor, the City Manager advised that the matter could be discussed at the joint meeting of Council and the School Board on Tuesday, July 6, 2004.

Mr. Fitzpatrick suggested that the study be prepared in such a way that it can be shared with other governmental entities.

Superintendent Harris advised that this will be his last meeting with Council and the School Board in a joint session; whereupon, he commended the present Council and past City Council's for implementing a formula for sharing State revenue. He stated that he has been proud to serve as Superintendent of Schools for the City of Roanoke for the past 11 years and is proud of the many accomplishments of the Roanoke City Public School System. He expressed appreciation for the support of City Council and the School Board during his tenure, which support has made the job less challenging and allowed the Superintendent and School staff to go about the business of educating Roanoke's children. He stated that education is important in the Roanoke community and has been demonstrated by Council's funding of education which has become a priority through the funding of school facilities; and schools are among the greatest economic tools of the City, therefore, he encouraged Council and the School Board to continue their support of education. He stated that the fact that he has spent 11 years, or almost-one-third of his time in public education in the City of Roanoke, represents two times longer than the average tenure of a superintendent in a large city, two times longer than a superintendent in any city on average, and four years longer than the average superintendent across the country, therefore, longevity speaks for itself. He advised that data which supports what has occurred in the City of Roanoke cannot be denied. with accreditation acknowledgment at an all time high in Roanoke City Schools. Because of all of the employees who have stood behind, beside and in front of the School Board and the School Superintendent, he stated that Roanoke City is a great place to live and to educate children.

Council Member Dowe entered the meeting.

Dr. Cutler referred to a communication from the Board of Directors, Valley Bank, suggesting that the Roanoke Academy of Mathematics and Science be named in honor of the late Lawrence H. Hamlar; whereupon, Chairperson Manns advised that numerous recommendations for naming the facility have been received and are under consideration by the School Board.

Vice-Mayor Harris expressed appreciation to Superintendent Harris for his service and leadership as Roanoke's Superintendent of Schools. He advised that during his interview for the position of School Superintendent, Dr. Harris stated that he had a passion for education and would set lofty goals for Roanoke City, and Vice-Mayor Harris noted that Dr. Harris' passion for education can be seen in

the high test scores of Roanoke's students, changing the gap between minority and majority students, completion of middle school renovation projects, teacher salaries have been upgraded to the national level, and the City is now on the eve of commencing Patrick Henry High School renovations. Vice-Mayor Harris expressed his personal appreciation for the quality of Roanoke's School System under the leadership of Dr. Harris, and wished him well in his future endeavors after June 30, 2004.

Vice-Mayor Harris also expressed appreciation to Ruth Willson for her six years of conscientious service as a member of the Roanoke City School Board.

Mr. Fitzpatrick expressed appreciation to Dr. Harris for his service to the City of Roanoke. He advised that Dr. Harris has faced challenges, and the most difficult challenge that any individual could assume is to serve as a superintendent of an urban school system. He stated that it is hoped that the community will come to realize the progress that has been made under Dr. Harris' leadership; he is a man of integrity and the issues that have been raised have not been about his trust and faith in the Roanoke community.

There being no further business to be transacted with the School Board, the Mayor declared the meeting in recess at 9:25 a.m.

The Council meeting reconvened at 9:30 a.m., in the same location, with Mayor Smith presiding and all members of the Council and City staff in attendance.

As previously requested by the Mayor, the City Manager presented the following information on Fiscal Year 2003-2004 staffing and adopted budget data for the Sheriff/Jail and Police Departments for Roanoke, Alexandria, Danville, Hampton, Lynchburg, Newport News, Norfolk, Richmond and Suffolk.

**FY2003-04 STAFFING AND ADOPTED BUDGET DATA FOR SHERIFF/JAIL AND POLICE DEPARTMENTS FOR SELECTED CITIES**

	Roanoke	Alexandria	Danville	Hampton	Lynchburg	Newport News	Norfolk	Richmond	Suffolk
<b>Population</b>	94,911	128,283	48,411	146,437	65,261	180,697	234,403	197,790	63,677
<b>Sheriff/Jail Budget</b>	\$13,517,702	\$19,920,963	\$3,845,007	\$7,178,253	\$1,475,709*	\$9,106,747	\$27,897,700	\$22,885,536	\$1,323,398*
<b>Sheriff/Jail Staffing Positions</b>	205	211	76	184	27 *	181	468	466	21 *
<b>Police Budget</b>	\$16,920,668	\$42,025,653	\$6,360,021	\$14,777,605	\$10,553,567	\$33,483,062	\$52,743,900	\$56,079,334	\$9,472,981
<b>Police Staffing Positions</b>	304	430	146	319	190	531	874	821.5	175

\* This locality does not have a local jail.

Ms. Wyatt inquired as to why the Sheriff was not invited to attend the meeting to address questions, nor was he present for the discussion that occurred on Friday, May 7, 2004, with the Commonwealth's Attorney and the Clerk of Circuit Court. The City Manager responded that she was instructed by a Member of Council to invite the Commonwealth's Attorney and the Clerk of Circuit Court to Friday's budget study session, but she was provided with no background other than to provide data.

In a discussion, other members of Council stated that the data was provided solely for information purposes and no action was proposed to be taken by the Council.

The Mayor advised that the numbers speak for themselves, however clarification is needed; i.e.: what are the revenue sources for the various budgets, is there a disparity in duties of the Police Department and the Sheriff's Department, what is being done in the private sector, and where does the City need to work harder and smarter, etc.

Pursuant to the request of Council Member Bestpitch, the City Manager presented a five year history of Community Development Block Grant funding and Human Services Committee funding.

<b>CDBG Human Services Funding</b>								
<b>Five-Year History</b>								
Prepared/Updated: 5-7-04								
	Pre HUD Policy			Under HUD Policy				
					Policy Decrease		Policy Decrease	Total 5-Year CDBG Funding for Agency
Agency	00/01	01/02	02/03	03/04	From Prior Yr	04/05	From Prior Yr	
Apple Ridge Farm	24,000.00	26,000.00	26,000.00	17,420.00	(8,580.00)	8,580.00	(8,840.00)	102,000.00
Blue Ridge Housing Development Corporation	8,000.00							8,000.00
Blue Ridge Independent Living Center	12,084.00	14,000.00	25,000.00	16,750.00	(8,250.00)	8,250.00	(8,500.00)	76,064.00
Boys and Girls Club	12,000.00	13,842.00		25,200.00		15,000.00		65,842.00
Child Health Investment Partnership	10,000.00	12,000.00	26,816.00	17,699.00	(9,117.00)	8,850.00	(8,849.00)	75,365.00
Conflict Resolution Center		14,000.00						14,000.00
Family Services of Roanoke Valley		16,000.00				41,969.00		57,969.00
Fifth District Employment & Training Consortium	61,087.00	43,000.00	25,000.00	16,750.00	(8,250.00)			145,837.00
Girl Scouts of Virginia Skyline Council	12,000.00	14,000.00						26,000.00
Health Department	26,155.00	28,000.00	32,237.00	20,000.00	(12,237.00)	10,636.00	(9,362.00)	117,030.00
Office on Youth	35,761.00	30,000.00						65,761.00
Presbyterian Community Center			50,000.00	68,000.00		30,000.00	(16,500.00)	148,000.00
Roanoke Adolescent Health Partnership	18,948.00	21,000.00						39,948.00
Southwest Virginia Second Harvest Food Bank		9,000.00						9,000.00
Total Action Against Poverty	24,124.00	26,000.00	25,000.00	33,442.00		61,883.00	(11,036.00)	170,449.00
West End Center for Youth	24,833.00	27,000.00	27,000.00	17,886.00	(9,114.00)	9,000.00	(8,886.00)	105,719.00
YMCA Family Center Branch	21,662.00	23,000.00	25,000.00	16,750.00	(8,250.00)			86,412.00
YMCA of Roanoke Valley	20,690.00	21,727.00	39,611.00	32,297.00	(7,314.00)	30,603.00	(1,694.00)	144,928.00
YWCA	17,139.00	19,000.00	25,000.00	16,750.00	(8,250.00)	48,004.00	(8,250.00)	125,893.00
<b>Total CDBG Human Services Funding</b>	<b>328,463.00</b>	<b>357,369.00</b>	<b>326,664.00</b>	<b>296,944.00</b>	<b>(79,362.00)</b>	<b>272,777.00</b>	<b>(61,917.00)</b>	<b>1,584,217.00</b>

Notes:

1. Data shown aggregate all programs for each agency for the given year, but exclude funds for capital improvement activities.
2. CDBG 3-year policy was waived for programs operating in Southeast while funds were being targeted to that area of the city. This affected the Presbyterian Community Center, Boys and Girls Club, and YMCA of Roanoke Valley for 03/04 and 04/05. The YMCA had two sites, only one of which was in Southeast and held harmless.
3. The 03/04 data for Presbyterian Community Center include \$18,000 for Southeast Healthcare Transportation services. PCC agreed to sponsor this for the neighborhood.
4. The 03/04 data exclude \$7,500 in mini-grants to various neighborhood organizations that were required for technical reasons to be counted as CDBG human services.
5. The 04/05 data for TAP include the new Women's Resource Center program (\$39,477) and second year funding of \$22,406 for its Individual Development Accounts program. The IDA program was the one where the policy decrease occurred.
6. The 04/05 data for the YMCA of Roanoke Valley includes the new School-Age Therapeutic Childcare program (\$39,754) and third year funding of \$8,250 for its Youth Club program. The Youth Club program was the one where the policy decrease occurred.

Human Services Funding						
Five-Year History						
Prepared/Updated: 5-7-04						
Agency	00/01	01/02	02/03	03/04	04/05	Total
Apple Ridge Farm				7,795	10,000	17,795
Adult Care Center of Roanoke Valley, Inc.	6,000	6,000	6,600	7,000	7,000	32,600
Bethany Hall	7,500	7,500	7,500	10,000	10,000	42,500
Big Brothers/Big Sisters of Roanoke Valley, Inc.	7,000	7,000	7,000	3,000	3,000	27,000
Blue Ridge Independent Living Center	2,000	2,000	2,200	10,000	5,803	22,003
Blue Ridge Legal Services, Inc.			3,000	3,000	6,000	12,000
Boys and Girls Club	3,000	3,000	0	10,000		16,000
Bradley Free Clinic	22,500	22,500	30,000	30,000	30,000	135,000
Brain Injury Services of Southwest Virginia				10,000	7,500	17,500
Child Advocacy Center	4,000	4,000	4,000	5,000	7,500	24,500
Child Health Investment Partnership	45,000	45,800	45,800	52,000	60,000	248,600
Conflict Resolution Center	6,000	6,000	6,000	6,000	5,500	29,500
Council of Community Services	19,600	24,369	24,369	24,064	24,650	117,052
Downtown Music Lab				4,000	4,000	8,000
Family Services of Roanoke Valley:	39,000	39,000	39,500	42,500	54,500	214,500
Fifth District Employment & Training Consortium				5,000		5,000
Girl Scouts of Virginia Skyline Council	5,000	5,000	5,000	5,000	4,000	24,000
Good Samaritan Hospice	1,000	1,000	1,000			3,000
Goodwill Industries of the Valley, Inc.	38,000	38,000	38,000	30,000		144,000
Greenvale School	8,000	9,000	9,000	10,000	11,000	47,000
Inner City Athletic Association	5,000	5,000	5,000	4,000	5,000	24,000
League of Older Americans, Inc.	28,000	29,000	29,000	29,000	28,000	144,000
Literacy Volunteers of America - Roanoke Valley	1,000	1,000	1,000			3,000
Mental Health Association of Roanoke Valley	1,800	2,000	2,200	2,300	2,500	10,800
National Conference for Community and Justice	2,000	2,000	2,000	2,000	3,000	11,000
National Multiple Sclerosis Society	1,000	1,000	1,495			3,495
Northwest Child Development Center	20,000	20,000	20,000	20,000	20,000	100,000
Planned Parenthood of Blue Ridge	4,000	4,000	4,000	5,000	5,000	22,000
Presbyterian Community Center	0	4,000	4,000	0	2,500	10,500
Roanoke Adolescent Health Partnership	8,000	9,500	9,500	10,000	20,000	57,000
Roanoke Area Ministries	40,000	40,000	40,000	30,000	30,000	180,000
Roanoke Valley CASA	6,000	6,000	6,000	5,000	3,000	26,000
Roanoke Valley Interfaith Hospitality Network				5,000	8,000	13,000
Roanoke Valley Speech and Hearing Center, Inc.	3,500	3,500	3,500	3,500	3,500	17,500
Salvation Army	27,000	28,000	28,000	28,000	28,000	139,000
Southwest Virginia Second Harvest Food Bank	14,641	15,000	15,000	15,000	15,000	74,641
St. John's Community Youth Program	5,000	5,000	5,000	5,000	5,000	25,000
TRUST	7,600	7,600	7,600	8,000	10,000	40,800
Unified Human Services Transportation System	24,000	24,000	24,000	20,000	22,000	114,000
West End Center for Youth	35,000	35,000	35,000	40,000	40,000	185,000
YMCA of Roanoke Valley	8,500	9,000	9,000	19,000	19,000	64,500
YWCA	2,800	4,000	4,000	15,000	30,000	55,800
	458,441	474,769	484,264	540,159	550,962	2,508,595

Mr. Bestpitch reiterated his previous remarks regarding the decrease in CDBG funding for Human Service agencies and encouraged the City to look at whether it is continuing to do its fair share as a part of the overall picture.

Sherman M. Stovall, Acting Director, Office of Management and Budget, advised that this year, the budget of the Human Services Committee was not grown at a level equal to the growth of the budget, and the figure was based on the growth in the City's discretionary revenues.

The City Manager advised that the necessary budget adjustments will be provided to Council on Tuesday, May 11, 2004, incorporating the request of the Commonwealth's Attorney and the Clerk of Circuit Court to fill a position in each office as presented to the Council in budget study on Friday, May 7, 2004, in the amount of approximately \$80,000.00. She inquired if there were other adjustments to the fiscal year 2004-2005 budget by Council. Hearing no further suggestions, the City Manager advised that the appropriate measures to enact the Fiscal Year 2004-2005 Budget of the City of Roanoke will be presented to the Council at a Special Meeting to be held on Thursday, May 13, 2004 at 2:00 p.m., in the City Council Chamber.

There being no further business, the Mayor declared the meeting adjourned at 9:55 a.m.

A P P R O V E D

ATTEST:

Mary F. Parker  
City Clerk

Ralph K. Smith  
Mayor

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